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Transportation Commission

MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

***Thursday, April 3, 2014
9:00 a.m. – 10:00 a.m.***

**SCAG Main Office
818 W. 7th Street, 12th Floor
Board Room
Los Angeles, CA 90017
(213) 236-1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Lillian Harris-Neal at (213) 236-1858 or via email at harris-neal@scag.ca.gov.

Agendas & Minutes for the Executive/Administration Committee are also available at: <http://www.scag.ca.gov/committees/Pages/default.aspx>

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 236-1858. We require at least 72 hours (three days) notice to provide reasonable accommodations. We prefer more notice if possible. We will make every effort to arrange for assistance as soon as possible.

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Executive/Administration Committee
Members - April 2014

Members

Representing

Chair	1. Hon. Greg Pettis	<i>Cathedral City</i>	District 2
Vice-Chair	2. Hon. Carl Morehouse	<i>San Buenaventura</i>	District 47
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	7. Hon. James Johnson	<i>Long Beach</i>	District 30
	8. Hon. Lisa Bartlett	<i>Dana Point</i>	TCA
	9. Hon. Keith Millhouse	<i>Moorpark</i>	VCTC
	10. Hon. Alan Wapner	<i>Ontario</i>	SANBAG
	11. Hon. Pam O'Connor	<i>Santa Monica</i>	District 41
	12. Hon. Kris Murray	<i>Anaheim</i>	District 19
	13. Hon. Andrew Masiel, Sr.	<i>Pechanga Band of Luiseño Indians</i>	Tribal Government Representative
	14. Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex-Officio
	15. Hon. Michele Martinez	<i>Santa Ana</i>	District 16
	16. Hon. Tom LaBonge	<i>Los Angeles</i>	District 51
	17. Hon. Gary Ovitt		San Bernardino County
	18. Hon. Deborah Robertson	<i>Rialto</i>	District 8

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

APRIL 3, 2014

The Executive/Administration Committee may consider and act upon any of the items listed on the agenda regardless of whether they are listed as information or action items.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Greg Pettis, Chair)

PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Committee, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker provided that the Chair has the discretion to reduce this time limit based upon the number of speakers. The Chair may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

Page No.

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

- Electronic Voting Update
- Air Resources Board Meeting Update

PRESIDENT'S REPORT

- Upcoming Meetings of Interest

ACTION/DISCUSSION ITEMS

- | | | |
|--|-------------------|-----------|
| 1. <u>2014 Proposed Final Public Participation Plan</u>
<i>(Darin Chidsey, Director, Strategy, Policy & Public Affairs)</i> | Attachment | 1 |
| Recommended Action: Adopt SCAG's 2014 Proposed Final Public Participation Plan. | | |
| 2. <u>Proposed Changes to Executive Director's Employment Agreement</u>
<i>(Hon. Greg Pettis, President)</i> | Attachment | 70 |

Recommended Actions: 1) Approve Fiscal Year 2014-15 Work Plan for Executive Director; and 2) Recommend to RC that Legal Counsel prepare an amendment to the Executive Director's Employment Agreement that: (a) includes the 2014-2015 Work Plan; (b) increases the term of the Agreement by one year based upon the results of the Executive Director's annual Performance Evaluation; (c) increases the cap on any bonus or salary increase provided to the Executive Director as part of any overall SCAG bonus or compensation adjustment from \$15,000 to \$25,000; and (d) update the Employment Agreement to reflect the Executive Director's current base salary.

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

APRIL 3, 2014

ACTION/DISCUSSION ITEMS - continued

Page No.

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| 3. <u>Amendment 4 of the Fiscal Year (FY) 2013-14 Overall Work Program (OWP)</u>
<i>(Basil Panas, Chief Financial Officer)</i> | Attachment | 73 |
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Recommended Action: Adopt Resolution No. 14-558-1 approving Amendment 4 to the FY 2013-14 OWP and authorizing the Executive Director to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).

- | | | |
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| 4. <u>Regional Project Selection Process for the 2014 California Active Transportation Program</u>
<i>(Hasan Ikhata, Executive Director)</i> | Attachment | 77 |
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Recommended Action: Approve the 2014 Active Transportation Program: Regional Project Selection Process, which outlines the roles, responsibilities and process for selecting projects to receive funding from the region's dedicated share of the 2014 California Active Transportation Program (ATP).

CONSENT CALENDAR

Approval Items

- | | | |
|--|-------------------|------------|
| 5. <u>Minutes of the March 6, 2014 Meeting</u> | Attachment | 92 |
| 6. <u>Contracts \$200,000 or Greater: Contract No. 14-021-C1, Information Technology Technical Project Resources</u> | Attachment | 98 |
| 7. <u>Contracts \$200,000 or Greater: Contract No. 14-013-C1, Regional Aviation Demand Forecast and Airport Ground Access Analysis and Aviation Economic Impact Analysis</u> | Attachment | 102 |
| 8. <u>Contracts \$200,000 or Greater: Contract No. 14-015-C1, Industrial Warehousing in the SCAG Region</u> | Attachment | 106 |
| 9. <u>Contracts \$200,000 or Greater: Contract No. 14-016-C1, Integrated Regional Rail/Land Use Vision and Implementation Strategy for the Metrolink San Bernardino Line</u> | Attachment | 111 |
| 10. <u>Contracts \$200,000 or Greater: Contract No. 14-017-C1, Riverside Reconnects, Streetcar Transit Corridor Feasibility Study</u> | Attachment | 115 |
| 11. <u>Contracts \$200,000 or Greater: Contract No. 14-014-C1, Goods Movement Border Crossing Study</u> | Attachment | 119 |

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

APRIL 3, 2014

CONSENT CALENDAR - continued

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| 12. <u>Contracts \$200,000 or Greater: Contract No. 12-030-C1, Geographic Information System (GIS) Database</u> | Attachment | 124 |
| 13. <u>Contracts \$200,000 or Greater: Contract No. 13-039-C1, Activity Based Model</u> | Attachment | 128 |
| 14. <u>AB 1721 (Linder) Vehicles: High-Occupancy Vehicle Lanes – SUPPORT</u> | Attachment | 132 |
| 15. <u>AB 1839 (Bocanegra/Gatto) California Film and Television Job Retention and Promotion Act – SUPPORT</u> | Attachment | 135 |
| 16. <u>SB 1298 (Hernandez): High-Occupancy Toll Lanes – SUPPORT</u> | Attachment | 138 |
| 17. <u>SB 1122 (Pavley) Strategic Growth Council Improvements – SUPPORT</u> | Attachment | 140 |
| 18. <u>SCAG Participation at the American Public Transportation Association (APTA) 2014 Rail Conference in Quebec, Canada</u> | Attachment | 143 |
| 19. <u>International Conference Invitation at the Chinese Academy of Sciences, Beijing, China</u> | Attachment | 144 |

Receive & File

- | | | |
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| 20. <u>SCAG Sustainability Planning Grants Program – Monthly Update</u> | Attachment | 146 |
| 21. <u>Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000</u> | Attachment | 153 |
| 22. <u>April 2014 State and Federal Legislative Update</u> | To be distributed at the meeting | |

CFO MONTHLY FINANCIAL REPORT (Basil Panas, Chief Financial Officer)

Attachment 171

FUTURE AGENDA ITEM(S)

ANNOUNCEMENTS

ADJOURNMENT

The next meeting of the EAC is scheduled for Thursday, June 5, 2014, at the Renaissance Esmeralda Indian Wells Resort and Spa, 44400 Indian Wells Ln, Indian Wells, CA 92210.

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DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Darin Chidsey, Director, Strategy, Policy & Public Affairs , (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: 2014 Proposed Final Public Participation Plan

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Adopt SCAG's 2014 Proposed Final Public Participation Plan.

EXECUTIVE SUMMARY:

SCAG's Public Participation Plan guides the agency's public involvement and outreach. SCAG regularly reviews and evaluates its public participation and outreach activities to encourage and ensure early and meaningful opportunities for people throughout the region to become active participants in SCAG's regional planning and decision making process.

SCAG has updated its Public Participation Plan in preparation of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). In accordance with federal regulations and with the approval of SCAG's Legislative/Communications & Membership Committee, (LCMC), SCAG released the 2014 Draft Public Participation Plan for a 45-day public review and comment period, January 22 – March 7, 2014. At the conclusion of the public review and comment period, SCAG reviewed, addressed, and incorporated as appropriate, all comments received into the 2014 Proposed Final Public Participation Plan, which explains how SCAG operates, establishes core values for public participation, and sets forth goals and strategies for increasing public information and engagement. On March 18, 2014, the LCMC voted to recommend SCAG's 2014 Proposed Final Public Participation Plan for adoption by the Regional Council on April 3, 2014.

STRATEGIC PLAN:

This item supports Goal 1 of the agency's Strategic Plan – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

BACKGROUND:

Throughout its history, SCAG has engaged in a public involvement process in developing its regional transportation plans and programs. SCAG's Public Participation Plan serves as a guide for SCAG's public involvement process as well as the continuing, comprehensive and coordinated planning process among stakeholders to ensure the early and ongoing opportunity for broad-based participation by the general public, agency stakeholders, partners, and affected and interested parties in the development and review of regional plans and programs.

SCAG's current Public Participation Plan was adopted by the Regional Council in March 2007, in order to implement changes in federal planning law. The most recent amendment to the plan was adopted in January 2012. In preparation for the development of the 2016-2040 (RTP/SCS), SCAG updated its

REPORT

Public Participation Plan. As part of SCAG's regular review and evaluation of its public participation and outreach activities, the plan was updated to ensure that SCAG continues to provide early and meaningful opportunities for broad-based involvement in its planning activities.

In accordance with federal regulations and with the approval of SCAG's LCMC, SCAG released the 2014 Draft Public Participation Plan on January 22, 2014 for the mandatory 45-day public review and comment period to obtain input from the general public, agency stakeholders, partners and other interested parties.

At the conclusion of the public review and comment period, staff reviewed, addressed and incorporated as appropriate, all comments received into the 2014 Proposed Final Public Participation Plan, which is intended to replace and supersede the prior Public Participation Plan last amended in January 2012.

The 2014 Proposed Final Public Participation Plan also incorporates feedback from the 2014 Public Participation survey that staff issued, consistent with public participation guidelines, on January 8, 2014, to solicit input from individuals and groups that attended public outreach workshops regarding the 2012-2035 RTP/SCS. Responses to this survey will be used to help SCAG enhance and improve its public outreach efforts for future plans, programs, services, initiatives and activities.

In addition, the 2014 Proposed Final Public Participation Plan includes language to assist transit operators who are relying on SCAG's Federal Transportation Improvement Program (FTIP) public participation process to satisfy the public participation requirements for their Program of Projects (POP), under 49 U.S.C. Section 5307. This particular change is intended to address a corrective action identified in Federal Transit Administration's (FTA) pending triennial reviews for some transit operators in the SCAG region. FTA representatives have indicated that the language in the 2014 Proposed Final Public Participation Plan addresses the agency's concern and has asked SCAG to advise FTA of the final adoption of the 2014 Public Participation Plan, whereupon the related findings will be closed.

The 2014 Proposed Final Public Participation Plan explains how SCAG operates, establishes core values for public participation, and sets forth goals and strategies for increasing public information and engagement.

At its meeting on March 18, 2014, the LCMC recommended that SCAG's 2014 Proposed Final Public Participation Plan be presented to the Regional Council for adoption in April 2014.

FISCAL IMPACT:

Funding to support the development of the Public Participation Plan is identified in the agency's Overall Work Program (OWP) in 090-0148.01, Public Education and Participation.

ATTACHMENTS:

- 1) 2014 Proposed Final Public Participation Plan
- 2) Comments and Response Matrix

2014 Proposed Final Public Participation Plan

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PUBLIC PARTICIPATION PLAN

SECTION I. MESSAGE FROM THE PRESIDENT

Public participation is essential to the bottom-up and integrated approach to regional transportation, land use and environmental planning conducted by the Southern California Association of Governments. (SCAG).

From the beaches to the high desert, the six-county region that encompasses Southern California spans 38,000 square miles. The people who live, work and play here have varying transportation needs and priorities, and their voices must be heard if we are to develop planning policies that truly meet the needs of the region. To that end, SCAG is committed to conducting robust public outreach and engagement, and has outlined that commitment in this Public Participation Plan.

SCAG's Public Participation Plan will help ensure that SCAG effectively seeks early and ongoing input from people and organizations throughout the region and effectively addresses the evolving transportation needs of Southern Californians now and for generations to come.

Greg Pettis
President
Southern California Association of Governments

SECTION II. INTRODUCTION

The Southern California Association of Governments (SCAG) recognizes that the opportunity to actively participate and provide input in the regional planning process is essential for the development of regional plans that truly enhance the overall quality of life in Southern California. To that end, SCAG's Public Participation Plan is intended to guide its public outreach process with the goal of reaching as many people as possible, whether they live, work or play in the region ("the public") or are affiliated with an entity that has an official role in the regional transportation planning process ("stakeholder"). This plan explains how SCAG operates, establishes core values for public participation, and sets forth goals and strategies for increasing public information and engagement in the planning process.

ABOUT SCAG

Founded in 1965, SCAG is the nation's largest Metropolitan Planning Organization (MPO). SCAG develops the long-range regional transportation plans and programs for the six-county planning area comprised of Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura counties. SCAG's regional transportation plans include sustainable communities strategies to address greenhouse gas emissions reduction requirements as well as population, household and employment growth forecast components. SCAG further oversees the Federal Transportation Improvement Program, regional housing needs assessment allocations and a portion of the South Coast Air Quality Management plans. SCAG is also the nation's largest Council of Governments which convenes regularly as a forum to address regional issues.

Decision-making occurs through SCAG's Regional Council, a governing body comprised of elected officials representing the six counties and 191 cities in the region. Also serving on the Regional Council are representatives from the region's six County Transportation Commissions, federally recognized tribal governments, air quality districts and the Transportation Corridor Agencies. Currently the Regional Council consists of 86 members.

SCAG's policy-making process is guided by the work of three Policy Committees: Transportation Committee (TC); Community, Economic and Human Development (CEHD) Committee; and Energy and Environment Committee (EEC). Legislative and communication matters are reviewed by the Legislative/Communications and Membership Committee (LCMC) and the agency's operations are managed by the Executive/Administration Committee (EAC). Each committee reports to and may propose recommended actions to the Regional Council for adoption. Various other committees, subcommittees, task forces and working groups exist to work on specific topic areas. For example, the Technical Work Group (TWG) is an advisory group formed to provide SCAG staff with a venue to vet technical matters as they relate to SCAG's development of its regional plans, including the RTP/SCS. More information about each of SCAG's current committees, subcommittees, technical advisory committees and working groups may be found at on SCAG's website at:

www.scag.ca.gov/committees/Pages/CommitteeL2/WorkingGroups

PURPOSE OF THE PLAN

The purpose of this Public Participation Plan is for SCAG to describe its responsibilities as well as its goals and strategies for engaging the broadest and most diverse audiences possible in its planning and programming processes. The document will also outline opportunities for SCAG to increase public awareness and diversity in participation, while expanding the range of voices and views in developing regional plans.

SECTION III. PUBLIC PARTICIPATION PLAN GOALS

To demonstrate its commitment to a bottom-up planning approach, SCAG has established a set of activities to achieve key goals centered around three major areas of the agency's Public Participation Plan – Outreach, Engagement and Evaluation. As SCAG develops specific outreach around its planning activities and processes, SCAG will establish reasonable benchmarks and metrics for evaluating the effectiveness of its efforts in these three major areas.

Outreach

Activity: Using internal and external resources, identify affected public and stakeholders. Identify, allocate resources and utilize appropriate communication tools (i.e., phone, electronic, print or media) to best reach stakeholders and communities.

Goal: Ensure that a wide range of perspectives will be heard so that planning outcomes reflect the needs of the region's diverse communities; increase early and meaningful participation through targeted outreach strategies.

Engagement

Activity: Develop support materials that are easily understood and visually engaging in both print and electronic format and make them accessible at meetings and on SCAG's website. Plan workshops and/or public hearings at convenient venues and times across the region and/or provide virtual participation if feasible; and insure such events are fully accessible to the general public, including low-income, minority, rural and farmworker communities, the disabled and Limited English Proficiency populations.

Goal: Provide access to accurate, understandable, pertinent and timely policy, program and technical information to facilitate effective public participation in SCAG's decision-making process. Provide opportunities for the public and stakeholders across the region to engage in meaningful dialogue during the decision-making process.

Activity: Translate appropriate materials, provide translation resources and make presentations to special focus groups. Provide a variety of methods for the public and stakeholders to submit comments or provide input, including via email to contactus@scag.ca.gov, online form or survey, soliciting public comment during public meetings and workshops held in convenient and easily accessible locations at various times (day and evening) and utilizing SCAG staff and training representatives of organizations that advocate for and represent the interests of traditionally underrepresented and/or underserved populations to conduct public outreach sessions.

Goal: To seek out, engage and consider the needs of traditionally underrepresented and/or underserved populations, such as low-income, minority, rural and farmworker communities, the disabled and Limited English Proficiency populations. Make commenting on plans convenient and accessible to the public and stakeholders.

Activity: Record/document public comments and incorporate feedback into the final plan, to the extent possible. Public comments and staff responses (when applicable) will be included as an appendix to a plan's final report.

Goal: Evaluate and incorporate public and stakeholder viewpoints and preferences into final decisions where appropriate and possible, communicate the decisions made and how the received input affected those decisions.

Evaluation

Activity: Provide opportunities for any stakeholder or member of the public to join SCAG's electronic mailing lists or follow SCAG's social media platforms. Provide regular updates on plans and introduce associated programs that they may be interested in participating in. Evaluate public participation activities by setting qualitative and quantitative goals and periodically (within a year of adoption of each RTP/SCS), conduct polling and surveying of the public and stakeholders to assess the effectiveness of the procedures and strategies contained in this Public Participation Plan to ensure a full and open participation process.

Goal: Encourage stakeholders and members of the public to remain engaged through the decision-making process, the implementation phase and beyond.

SECTION IV. PUBLIC PARTICIPATION PLAN PROCESS FOR ACHIEVING GOALS

To achieve the aforementioned goals, SCAG has established the following strategies and initiatives to engage the public and stakeholders in the region's transportation planning process.

Outreach

Outreach activities allow SCAG to inform the public and stakeholders of SCAG's regional planning efforts through elected officials, business and community leaders, civic and faith-based groups, environmental justice advocates, planning professionals and practitioners and a host of other interested and affected organizations. SCAG's process includes the following:

SCAG Board and Committees

Conduct Regional Council and Policy Committee meetings to ensure public and stakeholder input is considered at the policy/advisory and staff levels.

SCAG Members

Include representatives of municipal governments, air districts, transportation agencies, county transportation commissions, councils of government, tribal governments, municipal associations and county boards in the planning, programming and decision-making processes.

Agency Partners

Work with local, regional and state agencies including, but not limited to the Department of Motor Vehicles (DMV), the Southern California Regional Rail Authority (Metrolink), and local transit operators to develop outreach and relevant display advertising to engage transit riders using a variety of outreach/public participation tools, with the goal of ensuring their input in SCAG's planning processes and activities. By using these existing networks and relationships with our agency partners, we hope to engage transit users and drivers of personal vehicles and leverage their participation larger planning projects including the RTP/SCS.

Rural Unincorporated Communities and Farm Workers

Engage the assistance of community, legal, business and other groups to improve participation of rural, unincorporated communities and farm workers in SCAG's planning activities and processes in easily accessible and convenient locations.

Engagement with Private Sector Partners

Build on existing collaboration with planning professionals and practitioners from all disciplines (housing, transportation, economic development, etc.) and engage business, labor and community leaders, associations and organizations in SCAG's planning processes.

Advocacy Initiative

Maintain ongoing contact with community leaders, environmental justice organizations and residents who have been participating in meetings across the six-county region.

Collaborate with organizations to invite participation from advocacy groups and communities of interest and identify those who are traditionally uninvolved or under-involved in the planning process.

University Partnership Initiative

Expand SCAG's existing internship program by enhancing collaboration with high schools and universities to increase ongoing participation and develop networks involving high schools involving young people in municipal government and planning and policy work.

Technology Initiative

Expand and enhance SCAG's interactive technological environment to reach the public and stakeholders of the SCAG region and engage them in the SCAG planning process via web and other platforms to enable and encourage participation in online surveys and other forms of interactive dialogues and responses.

When developing initiatives where outreach is appropriate, SCAG will provide resources and staff time dedicated to public participation activities; time for conducting and evaluating those activities; and staff and resources to provide technical assistance to the involved public where appropriate.

For each new initiative where outreach is appropriate, SCAG will develop a public and stakeholder contact list and add additional members to the list upon request. SCAG will update each list frequently and strive to ensure public and stakeholder contact lists are inclusive of the region's diversity.

Staff can construct these lists of contacts using various methods, including by not limited to the following:

- Conducting scientific polling in the region
- Providing mailing list sign-up sheets and comment cards at workshops, community meetings, hearings and other public events.
- Asking event attendees whether any additional stakeholders or members of the public should have been invited.
- Using other comprehensive or creative means that understand the community structure, languages spoken, local communications preferences and locations (such as libraries, churches, schools and other centers) as to where the community regularly congregates.

Engagement

Public information programs require the use of appropriate communication tools and will be tailored to accommodate the public's familiarity with the subject and means of access. These can include publications, fact sheets, technical summaries, bibliographies, resource guides and other explanatory materials.

SCAG provides information, timely public notice and access to key decisions to support early and continuing public involvement in developing its regional plans. There are a variety of ways to participate and comment, including:

Public and Stakeholder Review and Feedback – SCAG develops regional plans and programs in collaboration with the public and stakeholders; circulates the draft versions of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Federal Transportation Improvement Program (FTIP), Overall Work Program (OWP) and other regional initiatives; and provides time for public and stakeholder review and comment prior to finalizing them.

Regular Public Meetings – SCAG encourages the public and stakeholders to address the Regional Council and Policy Committees at every monthly meeting. Meetings for special subcommittees also include time for public comments.

Local Representation – SCAG's policy-making process is based on a structure that reflects Southern California's diverse population. Local elected officials throughout Southern California serve on SCAG's Regional Council and represent one or more communities within the region. The public and stakeholders may choose to speak to their Regional Council representative regarding SCAG plans and policy initiatives. A roster of Regional Council members is available on the SCAG website at www.scag.ca.gov.

Regional Services, Videoconferencing and Virtual Participation – To address the challenges of coordinating participation activities and events across 38,000 square miles of the region, SCAG has established regional offices in the counties of Imperial, Orange, Riverside, San Bernardino and Ventura. Each office is staffed by a Regional Affairs Officer who coordinates SCAG activities for each county. Additionally, SCAG's main office in Los Angeles and each regional office are equipped with state-of-the-art videoconferencing systems and SCAG provides additional videoconferencing sites in Coachella Valley, Palmdale and South Bay to provide opportunities for participation in SCAG meetings and workshops. SCAG also utilizes web and audio conferencing and often connects to videoconferencing locations throughout the state.

Advances in technology have also made it easier for the public to participate in the planning process on their own free time using a computer or mobile device. An increase in ownership of smart phones is narrowing the digital divide and presents additional opportunities to engage users. To take advantage of this, SCAG will develop additional

pathways as a way to enhance public engagement and encourage input on a variety of planning subjects. This information is valuable in helping inform SCAG's planning process, especially from young adults who are the most actively engaged in technology. Public and stakeholder input via electronic surveys another technology tools is valuable in helping inform SCAG's planning process, especially from young adults who are the most actively engaged in technology.

Information Resources & Visualization Tools – SCAG utilizes a variety of printed and electronic tools to inform the public about its mission and programs. Printed materials include pamphlets, brochures, reports, fact sheets, press releases and media advisories, plans, working papers, mailers and newsletters can all be accessed on SCAG's website. Electronic tools include use of social media, the website, list serves, compact discs, videos, PowerPoint presentations and SCAG's suite of online data visualization tools, techniques and interactive programs that allow participants to create various growth scenarios and compare them to their vision and goals. SCAG video productions and most PowerPoint presentations are available for public viewing on the SCAG website.

Education – SCAG hosts forums, holds news media briefings, public meetings, seminars, summits and workshops at easily accessible places to help educate and inform the public and stakeholders. For each meeting or event, a customized set of tools are tailored to localize the planning process and place government policy into context within broader regional planning efforts.

Continuity – SCAG strives to continually inform, educate and involve stakeholders and the public in the planning process. In measuring its work, SCAG continues to evaluate its public participation efforts and share those evaluation results.

Why does SCAG measure/evaluate public participation activities?

SCAG measures and engages the public in evaluating its public participation and planning activities to be in compliance with federal requirements and to ensure that public and stakeholder concerns and issues are directly considered in the alternatives and solutions developed and to provide feedback on how the public influenced SCAG's mission.

What does SCAG measure?

SCAG measures the number of meetings conducted, demographics of attendees, media coverage, the type and quantity of materials presented, translation of materials, website visits, the number of public comments, how those comments influenced the regional transportation plans, how public and stakeholder concerns and were addressed and whether the public and stakeholders understood the information provided to them.

How does SCAG measure?

SCAG uses a variety of tools, including print and online surveys and evaluations, public and stakeholder feedback. SCAG will incorporate the use of scientific polling and similar means to obtain metrics regarding the effectiveness of its outreach.

When does SCAG measure?

SCAG has typically measured major public outreach event outcomes at least annually and following planning cycles and during and/or at the end of planning cycles.

What feedback does SCAG provide?

Meeting reports, public comment and response reports, analyses on the impact of public response and a web-based public comment database.

SECTION V. INTERESTED PARTIES/INTERESTED PARTIES

SCAG intends to encourage involvement of a broad range of people and organizations in the RTP/SCS planning process by reaching out to a wide variety of potential participants. The following list is an example of target audiences SCAG aims to reach in the region:

- public agencies
- public sector
- affordable housing advocates
- business organizations
- City Managers
- Planners
- commercial property interests
- community-based organizations
- educational community and institutions
- elderly and retired persons
- elected officials
- environmental advocates
- freight shippers
- general public
- governmental agencies and non-profit organizations that receive Federal assistance from a source other than the Department of Transportation (DOT) to provide non-emergency transportation services and recipients of assistance under section 204 of Title 23 U.S.C.
- home builder representatives
- homeowner associations
- landowners
- limited English proficiency populations
- minority and low-income populations
- neighborhood and community groups
- neighborhood councils
- organizations serving rural area residents
- private providers of transportation
- private sector
- providers of freight transportation services
- representatives of the disabled
- representatives of transportation agency employees
- representatives of users of pedestrian walkways and bicycle transportation facilities
- representatives of users of public transit
- special interest non-profit agencies
- subregional organizations
- transit operators
- transportation advocates
- Tribal Governments
- women's organizations

The goals and procedures described in this Plan are designed to encourage participation and provide opportunities to comment on the development and approval of plans and programs

prepared by SCAG that statutorily require public participation or for which the Regional Council determines is necessary.

SECTION VI. PUBLIC PARTICIPATION PLAN REQUIREMENTS

As the MPO designated for the six-county metropolitan planning area (MPA), SCAG is responsible under federal and state transportation planning law, to develop a metropolitan transportation plan, referred to by SCAG as the Regional Transportation Plan (RTP) and a transportation improvement program (TIP), referred to as the Federal Transportation Improvement Program (FTIP).

The 2005 “Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users” (SAFETEA-LU) set forth public participation requirements for MPOs in developing these transportation plans. Specifically, SAFETEA-LU required MPOs to develop, in collaboration with interested parties, a Public Participation Plan that would provide reasonable opportunities for all parties to participate and comment on regional transportation plans. The transportation reauthorization bill “Moving Ahead for Progress in the 21st Century” (MAP-21) continues an emphasis on providing early and continuous opportunities for public involvement.

While regional transportation planning is the core component of SCAG’s activities, SCAG also develops the regional sustainable communities strategy as part of the regional transportation plan to address reductions of greenhouse gas emissions, as required under state law. SCAG is further responsible for development of population, employment and housing growth forecasts, and regional housing needs assessments. In carrying out its planning work, SCAG must comply with federal metropolitan planning law and regulations (23 U.S.C. Section 134 et seq. and 23 CFR Part 450 et seq.), state transportation planning law (Cal Gov. Code Section 65080 et seq.) which incorporates the requirements of California Senate Bill 375 (Steinberg 2008). SCAG is further committed to developing and updating its regional transportation plans in accordance with the following requirements, including but not limited to: California Environmental Quality Act (CEQA) and Guidelines; Federal Clean Air; American with Disabilities Act of 1990 (ADA); Title VI of the Civil Rights Act; Executive Order 12898 regarding Environmental Justice; Executive Order 13166 regarding Improving Access to Services for Persons with Limited English Proficiency; Executive Order 13175 regarding Consultation and Coordination with Indian Tribes.

In order to best meet the needs of our constituents, SCAG will use the Public Participation Plan as a guiding document for the agency.

Federal Planning Requirements

SCAG’s Public Participation Plan procedures will follow and must comply with the following federal planning regulations set forth under 23 C.F.R. Section 450.316:

- (a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, business and other interested

parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

- (1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
 - (i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
 - (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
 - (iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;
 - (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
 - (v) Holding any public meetings at convenient and accessible locations and times;
 - (vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
 - (vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
 - (viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by SCAG and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
 - (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part [regarding Consultation]; and
 - (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

- (2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
- (3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by SCAG. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

State Planning Requirements

The public participation plan further addresses state public participation requirements under California Government Code Section 65080(b)(2)(F), relating to the development of the Sustainable Communities Strategy (SCS) and an Alternative Planning Strategy (APS), if one is prepared, that includes the following components, in summary:

1. Outreach efforts to encourage the active participation of a broad range of stakeholder groups in the planning process, consistent with SCAG's adopted Public Participation Plan;
2. Consultation with congestion management agencies, transportation agencies, and transportation commissions;
3. Workshops throughout the region to provide the public with the information and tools necessary to provide a clear understanding of the issues and policy choices;
4. Preparation and circulation of a draft SCS and APS, if one is prepared, not less than 55 days before adoption of a final RTP;
5. At least three public hearings on the draft SCS in the RTP and APS, if one is prepared, held in different parts of the region, if feasible;
6. A minimum of three public workshops in each county with a population of 500,000 or more; and
7. A process for enabling members of the public to provide a single request to receive notices, information and updates.

Further, SB 375 requires that SCAG conduct at least two informational meetings in each county within the region for members of the board of supervisors and city councils on the SCS and APS, if any. The purpose of the meeting shall be to present a draft of the SCS to the members of the board of supervisors and city council members in that county and to solicit and consider their input and recommendations.

SCAG has addressed the requirement concerning an expanded list of stakeholder groups under the Interested Parties section of this plan, and integrated the above requirements with its participation procedures for the regional transportation planning process. See attached Appendix "A."

Consultation Requirements & Activities

SCAG must consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of the RTP. The consultation shall involve, as appropriate:

1. Comparison of transportation plans with State conservation plans or maps, if available; or
2. Comparison of transportation plans to inventories of natural or historic resources, if available.

See 23 U.S.C Section 134(i)(5).

SCAG's consultation requirements under federal planning regulations are set forth under 23 C.F.R. Section 450.316(b)-(e) as follows:

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the areas that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under Section 450.314 [metropolitan planning agreements].

Consultation activities are accomplished primarily through our policy committees, other committees, subcommittees, task forces, and working groups. Policy committees are primarily made up of local elected officials. There are several issue-specific as well as mode-specific committees, subcommittees, task forces and working groups that are on-going as well as some that are created for a specific purpose and specific timeframe. All of these groups provide input to SCAG who thereafter forwards their recommendations to the policy committees. Examples include the Aviation Technical Advisory Committee, Technical Working Group, Transit Technical Advisory Committee, Modeling Task Force, and Transportation Conformity Working Group.

(TCWG). Subsequent to the adoption of the 2012-2035 RTP/SCS SCAG convened six subcommittees: Active Transportation, Goods Movement, High-Speed Rail and Transit, Public Health, Sustainability, and Transportation Finance. These subcommittees were formed to follow up on implementing the 2012-2035 RTP/SCS and to help guide development of the 2016-2040 RTP/SCS. These subcommittees completed their work and reported to the SCAG Policy Committees in 2013. Membership on these groups includes elected officials as well as stakeholder agency representatives. The stakeholders have a direct pipeline to SCAG's planning processes through these groups.

SCAG conducts meetings with all 191 member city managers and provides individual city council briefings when requested. Also, SCAG conducts several workshops prior to releasing the Draft RTP/SCS involving stakeholders to ensure that their input on major issues is addressed in the plan. In addition, SCAG meets with State and local agencies responsible for land use management, natural resources, environmental protection, etc.

SCAG also utilizes the subregional council of governments (COG) structure to get the word out and solicit input on the content as well as the planning and programming process from local stakeholders.

SCAG mails out a notice of the Draft RTP and FTIP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTP and FTIP. Comments as well as responses are fully documented and reflected in the final RTP.

SCAG engages Tribal Governments in the RTP and FTIP processes through Tribal Government representation on SCAG's governing board and policy committees.

Bottom-Up Planning and Interagency Consultation

SCAG's three Policy Committees (Transportation Committee, Energy & Environment Committee and Community, Economic & Human Development Committee) include members appointed to represent the 15 subregional organizations in the SCAG region. Further, the numerous subcommittees, technical advisory committees, working groups, and the AB 1246 process facilitate SCAG's ability to provide a framework for bottom-up planning and more frequent and ongoing participation by interested parties at all stages of the process.

Within the AB 1246 process, the multi-county designated transportation planning agency shall convene at least two meetings annually of representatives from each of the four commissions, the agency, and the Department of Transportation for the purposes below. The region wide Transportation Agencies CEOs Group is currently fulfilling the function of the AB 1246 process.

1. To review and discuss the near-term transportation improvement programs prior to adoption by the commissions.
2. To review and discuss the Regional Transportation Plan prior to adoption by the agency pursuant to Chapter 2.5 (commencing with Section 65080) of Title 7 of the Government Code.
3. To consider progress in the development of a region wide and unified public transit system.
4. To review and discuss any other matter of mutual concern.

SCAG has a memorandum of understanding (MOU) with the South Coast Air Quality Management District (SCAQMD) on transportation and air quality conformity consultation

procedures for the South Coast Air Basin and for the Riverside County portions of the Salton Sea Air Basin and the Mojave Desert Air Basin. Parties to the MOU include: SCAQMD, Los Angeles County Metropolitan Transportation Authority, Orange County Transportation Authority, Riverside County Transportation Commission, San Bernardino Associated Governments, California Department of Transportation (Caltrans), California Air Resource Board, and the Federal Highway Administration., and the Federal Transit Administration.

Likewise, SCAG has an MOU for transportation and air quality conformity consultation procedures with the Ventura County Air Pollution Control District (VCAPCD) for the Ventura County portion of the South Central Coast Air Basin (SCCAB). Parties to the MOU include: VCAPCD, Ventura County Transportation Commission, Caltrans, California Air Resources Board, Federal Highway Administration and the Federal Transit Administration.

To support interagency coordination and fulfill the interagency consultation requirements of the Federal Transportation Conformity Rule, SCAG hosts and participates in the Transportation Conformity Working Group (TCWG). The group meets on a monthly basis to address and resolve regional issues pertaining to transportation conformity for the RTP and FTIP; RTP and TIP amendments; and the region's air quality management plans. TCWG also is the forum for interagency consultation on project-level PM hot-spot analysis. SCAG serves as the regional PM hot spot analysis clearinghouse and maintains records on all projects on the TCWG website.

Participants in the Southern California TCWG include representatives from federal, state, regional and sub-regional agencies such as the United States Environmental Protection Agency (both national and regional representatives), Federal Highway Administration, Federal Transit Administration, California Air Resources Board, California Department of Transportation, Air Quality Management Districts, County Transportation Commissions, Transportation Corridor Agencies, and SCAG.

Title VI and Environmental Justice

Consideration of Environmental Justice in the transportation planning process stems from Title VI of the Civil Rights Act of 1964 (Title VI). Title VI establishes the need for transportation agencies to disclose to the public the benefits and burdens of proposed projects on minority populations. Title VI states that “No person in the United States shall, on the ground of race, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Additionally, Title VI not only bars intentional discrimination, but also unjustified disparate impact discrimination. Disparate impacts result from policies and practices that are neutral on their face (i.e., there is no evidence of intentional discrimination), but have the effect of discrimination on protected groups. The understanding of civil rights has expanded to include low-income communities, as further described below.

In the 1990's, the federal executive branch issued orders on Environmental Justice that amplified Title VI, in part by providing protections on the basis of income as well as race. These directives, which included President Clinton's Executive Order 12898 (1994) and subsequent U.S. Department of Transportation (DOT) and Federal Highway Administration (FHWA) orders (1997 and 1998, respectively), along with a 1999 DOT guidance memorandum, ordered every federal agency to make Environmental Justice part of its mission by identifying and addressing

the effects of all programs, policies and activities on underrepresented groups and low-income populations. Reinforcing Title VI, these measures ensure that every federally funded project nationwide consider the human environment when undertaking the planning and decision-making process.

On August 4, 2011, seventeen federal agencies signed the “Memorandum of Understanding on Environmental Justice and Executive Order 12898.” The signatories, including the U.S. Department of Transportation (DOT), agreed to develop Environmental Justice strategies to protect the health of people living in communities overburdened by pollution and to provide the public with annual progress reports on their efforts. The MOU advances agency responsibilities outlined in the 1994 Executive Order 12898 and directs each of the Federal agencies to make Environmental Justice part of its mission and to work with other agencies on Environmental Justice issues as members of the Interagency Working Group on Environmental Justice.

In response to this MOU, DOT revised its Environmental Justice Strategy. The revisions reinforce the DOT’s programs and policies related to Environmental Justice and strengthen its efforts to outreach to minority and low-income populations. In addition, in July 2012 the Federal Transit Authority (FTA) issued two Circulars on Title VI and Environmental Justice to clarify the requirements and offer guidance. FTA Circular 4702.1A, Title VI Requirements and Guidelines for Federal Transit Administration Recipients provides information required in the Title VI Program, changes the reporting requirement from every four years to every three years, and adds a requirement for mapping and charts to analyze the impacts of the distribution of State and Federal public transportation funds. The FTA Circular 4703.1, Environmental Justice Policy Guidance for Federal Transit Administration Recipients (Docket number FTA-2011-0055) provides recommendations to MPOs (and other recipients of FTA funds) on how to fully engage Environmental Justice populations in the public transportation decision-making process; how to determine whether Environmental Justice populations would be subjected to disproportionately high and adverse human health or environmental effects as a result of a transportation plan, project, or activity; and how to avoid, minimize, or mitigate these effects. The Circular does not contain any new requirements, policies or directives. Nonetheless, SCAG complies with the framework provided to integrate the principles of Environmental Justice into its decision-making processes.

Under federal policy, all federally funded agencies must make Environmental Justice part of their mission and adhere to three fundamental Title VI/Environmental Justice principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

In addition to Federal requirements, SCAG must comply with California Government Code Section 11135, which states that, “no person in the State of California shall, on the basis of race, national origin, ethnic group identification, religion, age, sex, sexual orientation, color, or disability, be unlawfully denied full and equal access to the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is conducted, operated, or administered by the state or by any state agency that is funded directly by the state, or receives any financial assistance from the state.”

The State of California also provides guidance for those involved in transportation decision-making to address Environmental Justice. In 2003, the California Department of Transportation (Caltrans) published the Desk Guide on Environmental Justice in Transportation Planning and Investments to provide information and examples of ways to promote Environmental Justice. The Desk Guide identified requirements for public agencies, guidance on impact analyses, recommendations for public involvement, and mitigation.

Finally, SCAG has in place a Title VI Program which was approved by FTA on February 22, 2012. The Title VI Program includes a process for investigating Title VI complaints as well as a copy of the agency’s Limited English Proficiency (LEP) Outreach Plan. The key elements of the LEP Plan include: (1) Spanish speaking translators available upon request for meeting and workshops; (2) selected RTP materials available in English, Spanish, Chinese and Korean languages; and (3) utilization of a specialty outreach consultant to engage with the LEP and minority communities. SCAG will continue these efforts for the 2016 RTP/SCS cycle. SCAG will also be updating the Title VI Program and LEP Plan in the summer of 2014 as requested by the State Department of Transportation. More information about the agency’s Title VI Program and LEP Plan is available on the SCAG website at: <http://www.scag.ca.gov/participate/Pages/CivilRights.aspx>.

SECTION VII. ACCOUNTABILITY

SCAG's plans and policies are adopted by the Regional Council, an 86-member governing board of elected officials and representatives from Tribal governments, County Transportation Commissions and air quality districts. Therefore, SCAG's Public Participation Plan and its associated public outreach efforts are accountable to local representatives.

The participation procedures, strategies and goals incorporated into this Plan are intended to provide interested parties with reasonable opportunities to be involved in the metropolitan transportation planning and programming processes. The Plan contains an expanded list of Interested Parties to encourage participation of a broad range of stakeholders. Additionally, SCAG is required to consult with state, local, and Tribal governments in the development of its RTPs and FTIPs. SCAG is specifically required to consult with agencies and officials responsible for other planning activities within the region that are affected by SCAG's RTIP and FTIP (including, as appropriate, state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation).

This Plan is intended to guide the participation process and to coordinate the process with SCAG's consultation activities and other responsibilities. Detailed strategies, procedures and techniques for carrying out the participation process for the RTP, FTIP and Overall Work Program (OWP), are described in "Appendix A" of this Plan, and incorporated herein by this reference.

SECTION VIII. CONCLUSION

With 38,000 square miles, six counties, 191 cities and a population of 18 million residents, the SCAG region is among the largest and most diverse in the world, with wide-ranging socio-economic factors, languages, ethnicities and cultures. Residents in different parts of the region have very diverse interests and concerns. SCAG helps engage those diverse needs through a constructive dialog, resulting in comprehensive plans that enhance the overall quality of life in the region.

SCAG is committed to a public participation process that involves participation from conception to implementation. SCAG provides information to stakeholders, partners and the general public in order to make informed decisions regarding Southern California's physical capital. SCAG provides opportunities for the public to evaluate and respond to that information and considers all input before finalizing any transportation planning policies that will impact the SCAG region.

SECTION IX. APPENDIX A

Strategies, Procedures and Techniques for Public Participation Related to the Regional Transportation Plan (RTP), Federal Transportation Improvement Program (FTIP) and Overall Work Program (OWP)

SCAG's adopted Public Participation Plan ("Plan") serves as a guide for SCAG's public involvement process as well as the continuing, comprehensive and coordinated planning process among the stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs. For purposes of the Plan, "public" is intended to mean "Interested Parties" including general public, affected public agencies, and other interested parties as identified in the Plan.

This Appendix "A" to the adopted Public Participation Plan provides more explicit details as to SCAG's strategies, procedures and techniques for public participation on the RTP, RTIP and OWP. The interrelated goals identified in the Plan suggest that a coordinated approach to public outreach is best in seeking to spread a consistent message and increase public awareness of SCAG's planning efforts. SCAG seeks the public's feedback, active participation and input in developing its plans and programs.

DEVELOPMENT OF STRATEGIES, PROCEDURES AND TECHNIQUES

SCAG staff consults a wide range of interested parties to fulfill federal and state requirements in developing public participation strategies, procedures and techniques. SCAG makes significant efforts to reach out to interested parties, encourage feedback, and involve interested parties in the development of the Plan's strategies and procedures and will continue these efforts in future updates to the Plan. Specifically, SCAG solicited comments and feedback from the county transportation commissions, the subregions, transit operators, federal and state resource agencies, Tribal Governments, representatives of the disabled, the business community, active transportation advocates, environmental groups, and other interested parties through mailings, email correspondence, workshops, presentations, meetings, telephone communications and website postings encouraging individuals to get involved with developing the Public Participation Plan. In developing the 2014 Public Participation Plan, SCAG conducted a survey of individuals who attended SCAG's public outreach workshops for the 2012-2035 RTP/SCS. The survey asked several questions to help SCAG determine how to improve public participation. SCAG solicits feedback year round through the availability of an online form on the SCAG website on the Contact Us page at: <http://www.scag.ca.gov/about/Pages/ContactUs.aspx> and the Public Participation page at: <http://www.scag.ca.gov/participate/Pages/PublicComment.aspx>. SCAG also solicits feedback through a SCAG Contact Form available on page 38 of this document.

REGIONAL TRANSPORTATION PLAN (RTP)

Federal and state laws require SCAG to prepare a long-range Regional Transportation Plan, or RTP. The purpose of the RTP is to combine transportation policies and projects to lay out the blueprint for Southern California's transportation network and how it can best handle the needs of the future. The RTP coordinates a balanced regional transportation system, identifies adequate funding for transportation projects, and meet federal air quality requirements.

An update of an existing RTP is required every four years, and SCAG is currently undertaking the development of the 2016 RTP/SCS to provide Southern California with a comprehensive vision for its transportation future to the year 2040.

State law SB 375 requires SCAG and other MPOs to engage the region in the development process of the Sustainable Communities Strategy (SCS) and/or an Alternative Planning Strategy (APS) through outreach efforts and a series of workshops and public hearings. For the SCAG region these workshops and public hearings include workshops for local elected officials and workshops in each county in the region (at least 16 public workshops.) SCAG will also conduct public hearings on the Draft RTP/SCS in different parts of the region.

1. Phase 1: Pre-Draft 2016 RTP/SCS (January 2013 – November 2015)
 - A. Hold Regular Outreach and RTP/SCS Coordination Team Meetings: (January 2013 – November 2015).
While outreach activities have been ongoing since the adopted 2012 RTP, the single most important element to fostering and maintaining a fully-integrated agency outreach effort is to schedule and hold regular coordination meetings with the principal staff in all planning areas and consultants associated with each of the various outreach efforts.
 - I. Outreach and SB 375 coordination meetings will provide important opportunities (1) to brief all members of the coordination team on overall goals and strategies; (2) to inform the team of upcoming outreach forums and other key milestones; (3) to identify strategies and specific work tasks that can either be shared or can accommodate multiple outreach objectives; and (4) Ensure all outreach events are being entered on SCAG's outreach calendar in a timely manner for public notice as well as documentation of SCAG's outreach history.
 - II. SB 375 allows sub-regional agencies to prepare a Sustainable Communities Strategy or Alternative Planning Strategy for their subregional area for incorporation into the regional strategy. SCAG's responsibility, as described in this Plan, is to conduct outreach in accordance with statutory requirements for the regional SCS and/or APS.
 - B. Initiate a Bottom-Up Local Input Process for the 2016 RTP/SCS: (March 2013 – September 2014) A critical component to the success of the RTP/SCS will be the participation and cooperation of all 197 local government partners within the Southern California Association of Governments (SCAG). To this end, SCAG staff is working to ensure that all local governments are fully informed of the planning process and have clear and adequate opportunities to provide input.

- I. Early in the planning process, SCAG staff sought input from local jurisdictions on baseline conditions throughout the region, including existing and planned land use, along with current demographic estimates and projections. SCAG's geographic datasets were published in individual Map Books, which were created for each local jurisdiction and distributed initially in August of 2013. For the second version of the booklets, initial revisions from jurisdictions were integrated, as were SCAG's demographic datasets showing population, household, and employment estimates for 2012 and projections for years 2020, 2035, and 2040. These new Data/Map Books were distributed to Local Jurisdictions in November and December of 2013, and are open for comments at this time.
 - II. To further solicit local input and actively engage participation in the formation of these datasets, SCAG staff have reached out to each jurisdiction's city/county manager, planning director, and elected officials to outline the process and schedule for providing input, have presented at meetings of SCAG's policy committees and at the standing meetings of several of our subregional partners, and plan to meet individually with 197 local jurisdictions during the months of January to May of 2014.
 - III. After this initial period of engagement is completed in May 2014, SCAG staff will be initiating scenario planning exercises with cities and counties for use in the 2016 RTP/SCS through September 2014
- C. Public Workshops: (June 2014 – November 2015).
SCAG will conduct at least two public workshops in each county of the region, except for Imperial County, where one workshop will be conducted. These workshops will provide the public with a clear understanding of the issues and policy choices and will employ various visualization techniques. SCAG will also allow for members of the public to receive all notices, information, and updates through a single request. Additional public workshops will be held, as needed, in accordance with applicable requirements.
- D. Environmental Justice Outreach: (March 2014 – March 2015)

SCAG will engage the Environmental Justice community by the following outreach efforts:

- March 2014 – 1st Environmental Justice (EJ) workshop to discuss SCAG's EJ program and major planning areas (integrated regional transportation, land use and environmental planning) in the 2016 RTP/SCS cycle, and summarize and build on previous efforts for the 2012 RTP/SCS.
- September 2014 – Report on SCAG's plan for addressing EJ concerns that may arise from the 2016 RTP/SCS.
- September 2015 – Release SCAG's draft EJ Appendix for the 2016 RTP/SCS and go over analysis and process for providing comments on the Plan

- E. Update Contact Databases and Advisory Groups: (May 2013 – November 2015).
 - I. Review and update mailing lists for outreach efforts.
 - II. Expand contact databases to include representatives of all Interested Parties identified in the Plan.
 - III. Work with stakeholders to expand current list categories to include all Interested Parties.
 - IV. Convene an Environmental Justice Advisory Group. This group would include representatives of community-based organizations, non-profits, and Tribal Governments from all parts of the SCAG region.
 - V. Update media mailing lists that include metropolitan and local community newspapers, radio, television and cable outlets, trade journals, wire services, ethnic and foreign-language media, government and legal publications and special interest press directed at older audiences, the disabled, Native Americans and students.
- F. Update Existing Presentation Materials: (January 2014 – October 2015).

Communications staff will continue to work closely with Planning staff to ensure a consistent look and message for all of SCAG's communications.

 - I. Provide clear, consistent and concise primary messages for media and public involvement and interaction.
 - II. Update technical and non-technical PowerPoint presentations as new information becomes available.
 - III. Tailor specific presentations to meet the needs and interests of the target audiences.
 - IV. Maintain a library of all PowerPoint presentations developed.
 - V. Review and update Fact Sheets.
 - VI. Review and update brochures, fliers and other publications relating to SCAG and SCAG's initiatives for general population distribution in concise, understandable, non-technical language.
 - VII. Review and update public feedback forms, both paper and web-based.
 - VIII. Review and enhance web interface to encourage public education and feedback on the related planning efforts.
 - IX. Include articles on plans and programs in SCAG's e-newsletters, produced monthly.
- G. Create New Presentation Materials: January 2014 – October 2015
 - I. Develop new materials to simplify the RTP and cater to subregional audiences. Traditionally, interested parties raise questions about proposed projects in their specific community. Materials that visually highlight the most prominent features of the Plan and are most relevant to audiences will most likely be read and recalled.
 - II. Produce the RTP on a CD to ease handling and ensure more efficient use of resources.
 - III. Prepare press releases, calendar advisories, notices of public hearings (in one major newspaper in each of the six counties), and reach out to the ethnic press by providing notices in English, Spanish and Chinese.

- IV. Utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, and illustrative drawings to better and more easily communicate technical planning issues and strategies.
- V. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences i.e. SCAG's Regional Offices, video conference, web meetings twitter, wiki, and surveys.
- H. Continually Enhance Website Capabilities: (January 2013 – October 2015).
 - I. Update web pages dedicated to the RTP, enhance navigation, and ensure information is up-to-date. Link to stakeholder web pages.
 - II. Translate key RTP communications in English, Spanish, and Chinese on the web pages.
 - III. Utilize SCAG's web site to provide information, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide access to major SCAG publications including Your Guide to SCAG, key PowerPoint presentations, data and other planning-related information.
 - IV. Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.
- I. Coordinate Outreach Efforts with other Stakeholder Organizations: (January 2014 – October 2015).
 - I. Support interagency coordination by continuing to host and participate in the monthly TCWG meetings.
 - II. Mail Notice of Draft RTP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTP. Ensure that the public comment period is at least 55 days for the plan.
 - III. Participate in regular monthly meetings with the CEOs of the county transportation commissions.
 - IV. Coordinate outreach efforts with the subregional organizations and transportation and air quality agencies.
 - V. Together with subregional partners and other stakeholder organizations, notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers, publications and agendas of committees, meetings, workshops, briefings, web site postings, email communications and other opportunities to participate, as appropriate.
 - VI. Expand the membership of some of SCAG's various committees, task forces and working groups to ensure inclusion of the broader stakeholders and interest groups identified in the Plan.
 - VII. Keep interested parties informed with monthly progress reports during the plan development phase.

- J. Maintain and create an Outreach Schedule: (January 2014 – October 2015).
 - I. Continue the practice of attempting to get on other groups' agendas.
 - II. Conduct presentations, hold briefings, workshops, hearings to diverse groups and organizations throughout the region.
 - III. Hold public meetings at convenient and accessible locations and times.
- K. Maintain a Log of Outreach Efforts: (January 2013 – October 2015).
 - I. Maintain a log of all agency-wide outreach presentations.
- L. Reach Out to Traditionally Underrepresented and/or Underserved Communities (January 2014 – October 2015).
 - I. Work with Regional Services staff and Subregional Coordinators to identify underrepresented segments of the region.
 - II. Coordinate with individuals, institutions or organizations to reach out to members in minority and/or low income communities.
 - III. Provide assistance, if requested 72 hours prior to the event, to people with disabilities.
 - IV. Provide language assistance, if requested 72 hours prior to the event, to Limited English Proficient Persons.
 - V. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.
- M. Evaluate Public Participation Activities: (November 2015).
 - I. Evaluate public participation efforts at the end of phase 1 so that necessary modifications can be made for subsequent phases.
 - II. Provide recommendations to enhance the outreach program and better serve the underrepresented segments of the region.
- 2. Phase 2: Post- Draft 2016 RTP/SCS (October 2015 – March 2016)
 - A. Notify public of the Draft Release (October 2015)
 - I. Draft RTP/SCS is released for a minimum 55-day public review and comment period.
 - II. Draft RTP/SCS is reviewed by SCAG's Transportation Committee and Community, Economic and Human Development Committee as part of a public meeting.
 - III. Develop procedures for public hearings. Include the time to be allotted to each speaker and how the order of appearance is determined. A written explanation of adopted procedures should be distributed to participants both prior to and at the hearing. Make arrangements for the submission of written statements in addition to verbal comments.
 - IV. Provide translation services at these public hearings, if needed.
 - B. Consider and Incorporate Comments Received into the Deliberations Regarding the Draft Plans and Programs: (October 2015 – March 2016).
 - I. Review and consider all public comments in the regional transportation planning process.
 - II. Record, track and maintain a log of comments and SCAG's response to the comments.
 - III. Acknowledge all comments received in a timely manner.

- IV. Evaluate public comments received throughout the planning process and assess whether, and to what extent, modifications were made in the draft documents as a result of the comments received.
 - V. Provide additional opportunity for public comment on the revised plan if the final plan differs significantly from the draft plan that was previously made public.
 - VI. Provide a summary, analysis and report on the disposition of comments as part of the final plan.
 - VII. Prepare Final RTP for adoption by Regional Council at a public meeting.
- C. Elected Official Meetings: (January 2016 – February 2016).
SCAG will conduct informational meetings in each county for members of the Board of Supervisors and City Councils in the respective county to consider and provide input on the Draft 2012 RTP/SCS. The purpose of the meetings is to present the Draft RTP/SCS to the members of the board of supervisors and the city council members in each county and to solicit and consider their input and recommendations.
Notice of the meetings shall be sent to the clerk of the board of supervisors and to each city clerk.
- D. Public Hearings: (January 2016 – February 2016).
SCAG will conduct at least three public hearings in different parts of the region on the Draft RTP/SCS to maximize the opportunity for participation. The public hearings will be announced in printed materials, on SCAG's website, and in local newspapers.
- E. Continually Enhance Website Capabilities: (October 2015 – March 2016).
- I. Continue to utilize SCAG's web site to provide information, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide access to major SCAG publications including Your Guide to SCAG, the Benefits of Membership, Member Handbook, the Legislative Reference Guide, the e- newsletter, key PowerPoint presentations, data and other planning-related information.
 - II. Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.
- F. Update Contact Databases and Advisory Groups: (October 2015 – March 2016).
- I. Review and update mailing lists for outreach efforts.
 - II. Expand contact databases to include all Interested Parties identified in the Plan.
 - III. Work with subregional coordinators and SCAG task force and committee members to expand current list categories to include all Interested Parties.
 - IV. Update media mailing lists that include metropolitan and local community newspapers, radio, television and cable outlets, trade journals, wire services, ethnic and foreign-language media,

government and legal publications and special interest press directed at older audiences, the disabled, Native Americans and students.

- G. Coordinate Outreach Efforts with other Stakeholder Organizations: (October 2015 – March 2016).
 - I. Support interagency coordination by continuing to host and participate in the monthly TCWG meetings.
 - II. Participate in regular monthly meetings with the CEOs of the county transportation commissions.
 - III. Participate in and conduct two City Manager meetings
 - IV. Coordinate outreach efforts with the subregional organizations and transportation and air quality agencies.
 - V. Together with subregional partners and other stakeholder organizations, notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers, publications and agendas of committees, meetings, workshops, briefings, website postings, email communications and other opportunities to participate, as appropriate.
 - VI. Hold monthly meetings with the Technical Working Group to review upcoming Regional Council and Policy Committee agendas and conduct other coordinating activities.
 - VII. Keep interested parties informed with monthly progress reports during the post-draft plan development phase.
- H. Maintain an Outreach Schedule: (October 2015 – March 2016).
 - I. Proactively contact groups to schedule speakers from the pool of available speakers, as appropriate, to meet the interests of the particular group.
 - II. Continue the practice of attempting to get on other groups' agendas.
 - III. Conduct presentations, hold briefings, workshops, hearings to diverse groups and organizations throughout the region.
 - IV. Hold public meetings at convenient and accessible locations and times.
- I. Maintain a Log of Outreach Efforts: (October 2015 – March 2016).
 - I. Continue to maintain a log of all agency-wide outreach presentations.
- J. Reach Out to Traditionally Underrepresented and/or Underserved Audiences: (October 2015 – February 2016).
 - I. Work with Regional Services staff and stakeholders to identify underrepresented segments of the region.
 - II. Coordinate with individuals, institutions or organizations to reach out to members in minority and/or low income communities.
 - III. Engage Tribal Government in the RTP processes through Tribal Government representation on SCAG's governing board and policy committees.
 - IV. Provide assistance, if requested 72 hours prior to the event, to people with disabilities.

- V. Prepare press releases and reach out to the ethnic press by providing notices in English, Spanish and Chinese.
- VI. Provide language assistance, if requested 72 hours prior to the event, to Limited English Proficient Persons.
- VII. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.
- 3. Phase 3: Post- Final 2016 RTP/SCS (April 2016 – September 2016)
 - A. Create New Presentation Materials: (April 2016 – September 2016).
 - I. Create a final factsheet or brochure which visually showcases regional projects of significance, economic impacts, mobility improvements and health impacts. Highlights of the plan will be summarized to peak interest and enhance readability.
 - II. Produce the RTP on a CD to ease handling and ensure more efficient use of resources.
 - III. Utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, and illustrative drawings to better and more easily communicate technical planning issues and strategies.
 - IV. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.
 - B. Continually Enhance Website Capabilities: (April 2016 – September 2016).
 - I. Maintain web pages dedicated to the RTP and ensure information is up-to-date.
 - II. Translate key RTP communications in English, Spanish and Chinese on the web pages.
 - III. Utilize SCAG's website to provide information, announce final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings,
 - IV. Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.
 - C. Update Contact Databases and Advisory Groups: (April 2016 – September 2016).
 - I. Review and update mailing lists for outreach efforts.
 - II. Expand contact databases to include all Interested Parties identified in the Plan.
 - III. Work with subregional coordinators and SCAG task force and committee members to expand current list categories to include all Interested Parties.
 - D. Evaluate Public Participation Activities: (April 2016 – September 2016).
 - I. Continue to monitor outreach presentations and assess whether outreach efforts are being conducted throughout the region, including the outlying areas of the region.
 - E. RTP Amendments
 - I. An amendment is a major revision to a long-range RTP, including adding or deleting a project, major changes in project/project phase

costs, initiation dates, and/or design concepts and scope. An RTP Amendment requires public review and comment, demonstration that the project can be completed based on expected funding, and a determination that the change conforms to air quality requirements.

- II. SCAG's strategies, procedures and techniques for public participation regarding RTP Amendments include, but are not limited to, the release of the proposed RTP amendment for a minimum 30-day public review, posting of the proposed RTP amendment on SCAG's website, presentation of the proposed RTP amendment before certain SCAG committees, review of the proposed RTP amendment by SCAG's Transportation and Communications Committee at a public meeting, and adoption of the proposed RTP amendment by SCAG's Regional Council as part of the public meeting.

FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

SCAG's Federal Transportation Improvement Program, or FTIP, is a capital listing of all transportation projects proposed over a six-year period. The listing identifies specific funding sources and funding amounts for each project. The proposed transportation projects are funded through a variety of federal, state and local sources. Projects consist of improvements such as, highway improvements, transit, rail, bus, high occupancy vehicle lanes, signal synchronization, intersection improvements, and freeway ramps to name a few. The FTIP must include all transportation projects that are federally funded, and/or regionally significant regardless of funding source or whether subject to any federal action. The projects are submitted to SCAG by the six County Transportation Commissions. SCAG analyzes the projects to ensure that they are consistent with state and federal requirements. Federal law requires the FTIP be consistent with the RTP.

The following outlines SCAG's strategies, procedures and techniques for public participation on the FTIP. SCAG intends to update this section of the Appendix as needed prior to commencing each FTIP cycle to reflect appropriate changes.

1. FTIP Public Participation Process in the SCAG Region

SCAG has a Memorandum of Understanding (MOU) with transit operators and each of the County Transportation Commissions (CTCs) within the SCAG Region. These MOUs specify the role of the CTCs with respect to approval of transportation projects utilizing federal, state highway, and transit funds within their respective jurisdiction. The County Transportation Commissions are also responsible for transportation programming and short range planning in their respective counties. The County Transportation Commissions transmit their approved County TIP to SCAG. The public participation process and coordination is a tiered process within the SCAG region. This tiered process initiates the public participation process at the CTC's county TIP development stage, which occurs long before the development of the SCAG FTIP.

There are several opportunities for the public to review and comment on projects and programs during the development of each county TIP and approval of the SCAG FTIP. These public participation opportunities are described below.

A. Project Identification

Public participation begins at the local agency level by identifying projects and associated work scopes based on local and regional transportation needs. Newly identified projects are commonly placed on funding needs lists, funding plans or capital improvement program plans and programs that identify projects to be funded. These lists, plans and programs are adopted by local agency boards (mostly elected officials) in meetings open to the general public. Stakeholders, interest groups and the general public have the opportunity to review and comment on these projects and local plans prior to local agency board approvals.

B. Project Funding

The general public, interested parties and stakeholders have an opportunity to review and comment on projects and programs during the allocation of funds by local agencies including cities, counties, special districts, and county transportation commissions (CTCs).

The process of assigning specific funding sources to projects normally occurs

in meetings open to the general public by public policy boards. For example, the CTCs in the SCAG region conducts a “call for projects” when funding under their control (federal, state and/or local) is available for programming. Local agencies apply and compete for available funding based on adopted eligibility guidelines consistent with federal, state and local county requirements. Candidate projects usually have gone through an initial public review process and are included in a local agency capital improvement needs programs or plans. The CTCs work through their respective committee review process to develop a list of projects recommended for funding and adoption by each respective policy board. CTCs review committees are comprised of local agency staff (stakeholders and interested parties), and in some cases include public elected officials. Review committee meetings are publicly noticed. The recommended project lists approved by the committees are forwarded to the respective policy boards for approval. Projects proposed for funding are made available for review by the general public, stakeholders and interested parties in advance of adoption by the CTCs policy boards. All allocation of funds by the policy boards occur in publicly noticed meetings open to the general public. The allocation of public funds to projects by other entities meet the public review requirements that are consistent with the federal, state and/or local laws that govern the allocation of the funds.

C. County TIP Development

The CTCs develop their respective TIPs based on FTIP Guidelines written by SCAG in consultation with the CTCs, SCAG’s TCWG, federal and state agencies staff, with approval by SCAG’s Regional Council. The FTIP is the implementing document of the RTP/SCS. The CTCs’ submittal of their county TIP to SCAG is their county implementation plan which is incorporated in its entirety into the SCAG FTIP. All projects programmed in County TIPs have been previously approved for funding by the entity responsible for allocating the project funds. When submitting County TIPs to SCAG, each CTC is required to adopt a financial resolution which certifies that it has the resources to fund the projects in the TIP and affirms its commitment to implement all projects. The financial resolution is approved by each policy board in publicly noticed meetings open to the general public.

D. SCAG FTIP Development

SCAG develops the FTIP for the six-county region based on the County TIPs prepared and submitted by the CTCs described above in Section iii. The Draft SCAG FTIP is noted for a minimum 30-day public review, and public hearings are held at the SCAG office and where possible these public hearings will be available via video or teleconference. Notices of the public hearings are placed in major newspapers throughout the SCAG region. SCAG also conducts public outreach efforts through social media outlets. The Draft SCAG FTIP documents are made available for review and comment by stakeholders, interested parties and the general public through the SCAG internet website at <http://ftip.scag.ca.gov/Pages/default.aspx> and at public libraries throughout the six-county region prior to the public hearing. In addition to the public hearings, SCAG committees and working groups also review and discuss the draft FTIP. These SCAG groups include the) AB

1246 Chief Executive Officers Committee, the Transportation Committee (TC), the TCWG, and the Energy and Environment Committee (EEC). The SCAG Regional Council takes final action when they adopt the FTIP.

E. FTA Program of Projects

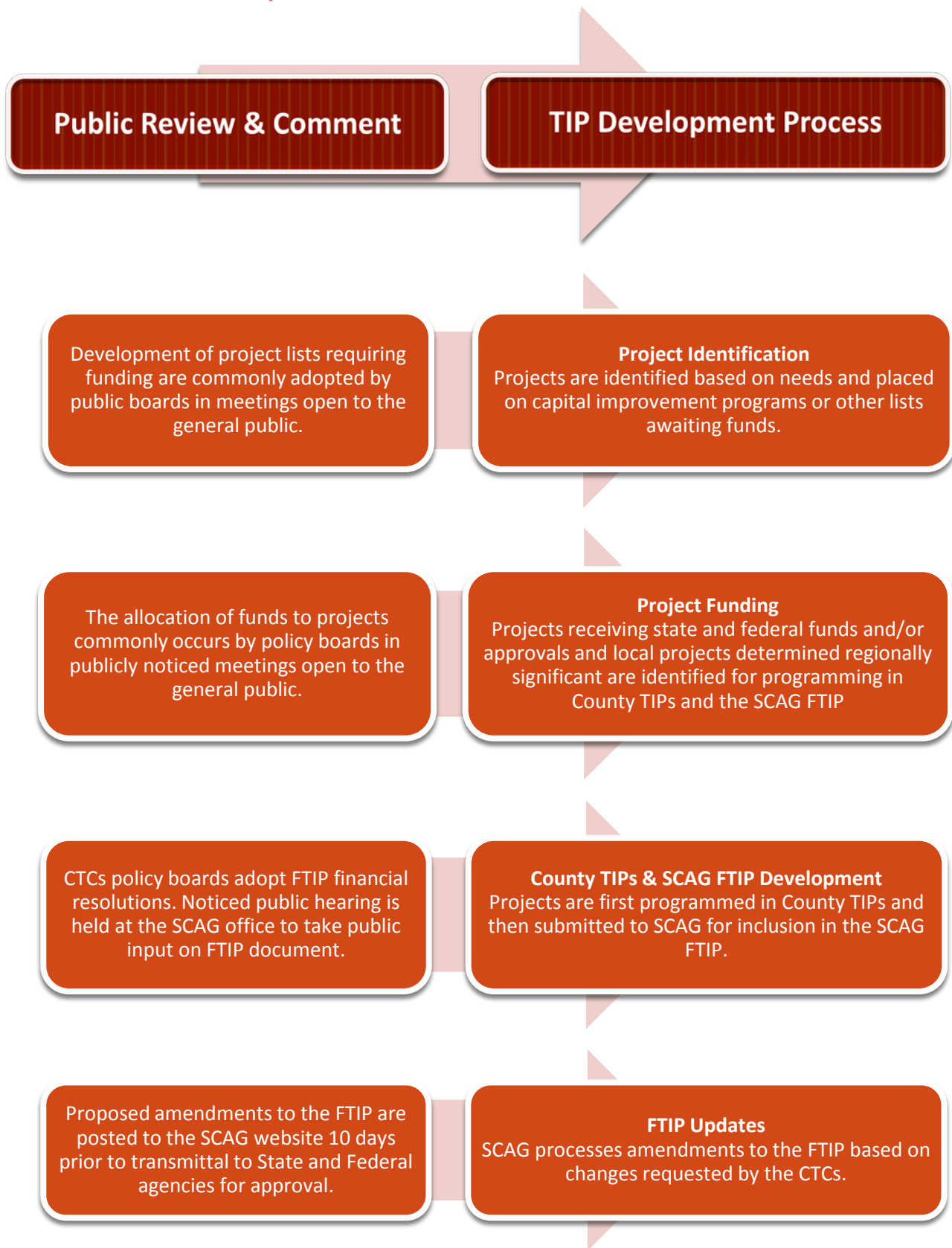
As required by federal law and guidance, a Program of Projects (POP) for FTA projects must be developed by the Designated Recipient of FTA funds. The POP is a list of proposed FTA funded projects that must undergo a public review process. Guidance provided by FTA allows the FTIP to function as the POP as long as the public is notified through SCAG's public notice that the FTIP public review process satisfies the public participation requirements of the POP. Once the FTIP is approved, the document will function as the POP for recipients of FTA funds in the SCAG region. SCAG's public participation process for the FTIP is intended to satisfy FTA Section 5307 funding recipients' public participation process for their POP.

F. SCAG FTIP Updates

The FTIP is amended several times a year. This process is similar to developing the formal FTIP. Proposed amendments to the adopted FTIP are submitted by the CTCs to SCAG. After SCAG has completed its analysis of the proposed change(s) to the FTIP ensuring consistency with the various programming rules and regulations, SCAG electronically posts the proposed change(s) for public review and comment on the SCAG website at <http://ftip.scag.ca.gov/Pages/default.aspx>. In addition to posting the amendment information on the web, a notice is sent to the TCWG as part of the FTIP amendment public review process.

2. Schematic of the Public Participation Process

The following schematic helps to illustrate when stakeholders, interested parties and the general public have the opportunity to review and comment during the FTIP programming development process described below.

SCAG FTIP Public Participation Process

1. Other FTIP Public Participation strategies, procedures and techniques
 - A. Enhance Website Capabilities:
 - I. Utilize SCAG's web site to provide information, announce draft and final program releases, encourage feedback and comments from the public, make draft and final programs and corresponding documents available, provide contact information, inform of upcoming events and meetings, post meeting agendas and minutes
 - II. Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.
 - B. Update Contact Databases and Advisory Groups:
 - I. Review and update mailing lists for outreach efforts.
 - II. Expand contact databases to include all Interested Parties identified in the Plan.
 - C. Coordinate Outreach Efforts with other Stakeholder Organizations:
 - I. Support interagency coordination by continuing to host and participate in the monthly TCWG meetings.
 - II. Mail Notice of Draft FTIP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final FTIP. Ensure that the public comment period for the program is at least 30 days.
 - III. Participate in regular meetings with the county transportation commissions in the coordination of the draft and final FTIP.
 - D. Conduct Public Hearing:
 - I. Announce public hearings in printed materials, on SCAG's website, and in newspapers throughout the SCAG Region.
 - II. Hold public meetings at convenient and accessible locations and times.
 - III. Conduct at least two public hearings on the draft FTIP.
 - IV. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.
 - E. Maintain a Log of Outreach Efforts:
 - I. Maintain a log of all agency-wide outreach presentations.
 - II. Review and consider all public comments in the regional transportation planning process.
 - III. Record, track and maintain a log of comments and SCAG's response to the comments
 - IV. Respond to all comments received in a timely manner.
2. Annual Listing of Projects

Federal regulations require SCAG to develop an annual listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which federal funds were obligated in the preceding program year. SCAG, in consultation and coordination with the State, county transportation commissions, and public transportation operators throughout the SCAG region, compiles the information and produces the annual listing of projects. The annual listing of obligated projects may be found on the SCAG website at <http://ftip.scag.ca.gov/Pages/default.aspx>.
3. FTIP Amendments

For the FTIP, the Federal Highway Administration (FHWA) California Division has

provided definitions of amendments and corresponding conformity requirements. The following summarizes the categories of amendments identified by FHWA for the FTIP and the public participation requirements for each amendment type.

- A. Category 1. Administrative Modification
An administrative modification includes minor changes to project cost, schedule, and project description changes without affecting the scope, and/or funding sources. Please see the Federal Statewide Transportation Improvement Program (FSTIP) and Federal Transportation Improvement program (FTIP) Amendment and Administrative Modification Procedures for a complete definition of an administrative modification and eligibility.
- B. Category 2. Amendment – Changes that do not impact the existing conformity determination.
The Amendment category may include changes that are not eligible under an administrative modification.
- C. Category 3. Amendment – Relying on the existing Conformity Determination.
This amendment may include adding a project or a project phase to the program. This amendment category consists of projects that are modeled and are included in the regional emissions analysis.
- D. Category 4. Formal Amendment – New Conformity Determination.
This amendment may include adding or deleting projects that are not currently included in the regional emissions analysis or part of the existing conformity determination. This amendment may involve adding or deleting projects that must be modeled for their air quality impacts: significantly changing the design concept, scope; or schedule of an existing project.
- E. Category 5. Technical Amendment – Changes to project information not required to be included in the FTIP per federal requirements.
Changes are not subject to an administrative modification or an amendment such as changes to project codes, and changes to correct typographical errors. These technical corrections do not impact project scope or cost.

Public Hearing – Public Review & Comment Period Requirement

Amendment Category	Public Hearing Requirements	Public Review Period (# of days)
Category 1 - Administrative	n/a	n/a
Category 2 - Amendment Changes that do not impact the existing conformity determination	No	10
Category 3 Amendment Relying on existing conformity determination	No	10
Category 4 – Formal Requires a new conformity determination	Yes	30
Category 5 - Technical Correction Not subject to funding agency approval for public review	No	n/a

FTIP Amendment and Administrative Modification Approval Procedures – SCAG Executive Director Authority

FTIP Amendment Procedures

As part of the TIP approval process, the SCAG Regional Council approved Resolution # 11-532-1 granting authority to SCAG's Executive Director or designee to approve Federal Transportation Improvement Program (FTIP) amendments and associated conformity determination and to transmit to the state and federal agencies amendments to the most currently approved FTIP. These amendments must meet the following criteria:

- Changes that do not affect the regional emissions analysis.
- Changes that do not affect the timely implementation of the Transportation Control Measures.
- Changes that do not adversely impact financial constraint.
- Changes consistent with the adopted Regional Transportation Plan.

Amendments triggered by an RTP amendment must be approved by the Regional Council

FTIP Administrative Modification Procedure

Consistent with the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) letter dated June 3, 2011 the SCAG Regional Council has the discretion to delegate

authority to SCAG's Executive Director to approve FTIP Administrative Modifications to the Federal State Transportation Improvement Program (FSTIP) consistent with approved FSTIP/FTIP Administrative Modification and Amendment Procedures and as may be amended.

Administrative Modifications are minor project changes that qualify under the FSTIP/FTIP Administrative Modification and Amendment Procedures. Because FTIP Administrative Modifications are considered minor changes, public review is not required. Such delegation of authority was granted as part of the same SCAG Regional Council Resolution (# 11-532-1). The following procedures apply to this delegation of authority:

- SCAG will send copies of the approved administrative modification to Caltrans, FHWA, and FTA.
- Once the administrative modification is approved by SCAG, the administrative modification will be deemed part of the Federal State Transportation Improvement Program (FSTIP).
- SCAG will demonstrate in a subsequent amendment that the net financial change from each administrative modification has been accounted for.
- Caltrans will conduct periodic reviews of SCAG's administrative modification process to confirm adherence to the procedures. Noncompliance with the procedures will result in revocation of the MPO's delegation.

OVERALL WORK PROGRAM

Funding for SCAG's metropolitan planning activities are documented in an annual Overall Work Program (OWP) (also known as a Unified Planning Work Program), pursuant to federal requirements, 23 CFR 450.308(b)-(c), and Caltrans guidance.

The OWP is developed each fiscal year, and details the agency's planning and budgetary priorities for the following fiscal year. SCAG's federal and state funding partners (FHWA, FTA and Caltrans) must approve SCAG's OWP each year before it takes effect.

The following describes SCAG's strategies, procedures and techniques with respect to public participation on the OWP.

1. Adopt OWP Preparation Schedule and Work Programs Outcomes: (September-October).
 - A. Regional Council adopts the OWP preparation schedule and work program outcomes for the coming fiscal year.
2. Conduct a Budget Workshop: (February).
 - A. SCAG staff conducts a Budget Workshop for the Regional Council and members of the public.
3. Distribute Draft OWP: (March).
 - A. The Regional Council approves the Comprehensive Budget which includes the draft OWP. The draft OWP is distributed to all Regional Council members and the Regional Council approves the release of the document for a minimum 45-day public comment and review period. The draft OWP is also placed on SCAG's website.
4. Distribute the Draft OWP for Public Comments: (March).
 - A. Staff mails letters to over 300 City Planners, Planning Directors and other Planning representatives within the SCAG region, including subregional coordinators, CTCs and transit operators, encourages their feedback on the draft OWP, and notifies them of the availability of the draft document on SCAG's website.
5. Review and Consider Comments Received in the Final OWP Deliberations: (April).
 - A. Staff reviews and considers all public comments in the OWP planning process.
 - B. Staff records, tracks and maintains a log of comments and SCAG's response to the comments.
6. Adopt the Final Comprehensive Budget and Resolution Authorizing the Submittal to Funding Partners: (April).
 - A. The Regional Council adopts the Final Comprehensive Budget and Resolution authorizing the submittal of the Final OWP to Caltrans and other funding agencies as necessary for approval. Caltrans must submit the recommended Final OWP to FHWA/FTA by June 1 of each year.

SECTION IX. APPENDIX B – List of Acronyms

Below is a list of acronyms commonly used in SCAG's planning activities and processes. Not all of the terms are used in this Public Participation Plan but they are provided here as a general reference.

AB 1246	BILL ESTABLISHING FOUR-COUNTY TRANSPORTATION COMMISSIONS AND SCAG CONVENED MEETING PROCESS SET FORTH AT PUBLIC UTILITIES CODE §130059
ABAG	ASSOCIATION OF BAY AREA GOVERNMENTS
ADR	ALTERNATIVE DISPUTE RESOLUTION
APCD	AIR POLLUTION CONTROL DISTRICT
AQ	AIR QUALITY
AQMD	AIR QUALITY MANAGEMENT DISTRICT
AQMP	AIR QUALITY MANAGEMENT PLAN
AMPO	ASSOCIATION OF METROPOLITAN PLANNING ORGANIZATIONS
ARB	AIR RESOURCES BOARD (State)
ASPA	AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION
ATAC	AVIATION TECHNICAL ADVISORY COMMITTEE
ATIS	ADVANCED TRAVELER INFORMATION SYSTEM
ATMS/ATCS	AUTOMATIC TRANSPORTATION MANAGEMENT CONTROL SYSTEMS
AVCCOG	ARROYO VERDUGO CITIES COUNCIL OF GOVERNMENTS
AVO	AVERAGE VEHICLE OCCUPANCY
AVR	AVERAGE VEHICLE RIDERSHIP
BA#1	BUDGET AMENDMENT #1
BIA	BUILDING INDUSTRY ASSOCIATION
BLM	BUREAU OF LAND MANAGEMENT (Federal)
BSNF	BURLINGTON NORTHERN SANTA FE RAILWAY

Acronyms list continued:

BT&H	BUSINESS, TRANSPORTATION AND HOUSING AGENCY
CalEPA	CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
CAA	CLEAN AIR ACT (Federal)
CALCOG	CALIFORNIA ASSOCIATION OF COUNCILS OF GOVERNMENTS
CALFED	CALIFORNIA FEDERAL PARTNERSHIP PROGRAM
CARB	CALIFORNIA AIR RESOURCES BOARD
CALTRANS	CALIFORNIA DEPARTMENT OF TRANSPORTATION
CATIS	CALIFORNIA ADVANCED TRAVELER INFORMATION SYSTEM
CBD	CENTRAL BUSINESS DISTRICT
CCAA	CALIFORNIA CLEAN AIR ACT (SHER BILL) STATS 1988, CH. 1568
CEC	CALIFORNIA ENERGY COMMISSION
CEEP	CENTER FOR ECONOMIC AND ENVIRONMENTAL PARTNERSHIP
CEHD	COMMUNITY, ECONOMIC AND HUMAN DEVELOPMENT COMMITTEE
CEQA	CALIFORNIA ENVIRONMENTAL QUALITY ACT
CETAP	COMMUNITY AND ENVIRONMENTAL TRANSPORTATION ACCEPTABILITY PROCESS
CMAQ	CONGESTION MITIGATION AIR QUALITY FUNDS (ISTEA)
CMP	CONGESTION MANAGEMENT PLAN
CO	CARBON MONOXIDE
COG	COUNCIL OF GOVERNMENTS
CPG	CONSOLIDATED PLANNING GRANT
CR	CONTINUING RESOLUTION
CSAC	CALIFORNIA STATE ASSOCIATION OF COUNTIES
CTA	CALIFORNIA TRUCKING ASSOCIATION
CTC	CALIFORNIA TRANSPORTATION COMMISSION
CVAG	COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS

Acronyms list continued:

CVO	CENTRAL VALLEY OPERATIONS
CVP	CENTRAL VALLEY PARTNERSHIP
DBE	DISADVANTAGED BUSINESS ENTERPRISE
DBELO	DISADVANTAGED BUSINESS ENTERPRISE LIAISON OFFICER
DLAE	DISTRICT LOCAL ASSISTANCE ENGINEER
DOE	DEPARTMENT OF ENERGY (Federal)
DOF	DEPARTMENT OF FINANCE (State)
DOT	DEPARTMENT OF TRANSPORTATION
EAC	EXECUTIVE ADMINISTRATION COMMITTEE
EDD	EMPLOYMENT DEVELOPMENT DEPARTMENT (State)
EEC	ENERGY & ENVIRONMENT COMMITTEE (SCAG)
EIR	ENVIRONMENTAL IMPACT REPORT (State)
EIS	ENVIRONMENTAL IMPACT STATEMENT (Federal)
ELMT	ELECTRO-MECHANICAL TECHNOLOGY
EMFAC	EMISSION FACTOR
EPA	ENVIRONMENTAL PROTECTION AGENCY
FAA	FEDERAL AVIATION ADMINISTRATION
FEMA	FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION
FFGA	FULL FUNDING GRANT AGREEMENT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FIP	FEDERAL IMPLEMENTATION PLAN (Air Quality)
FPPC	FAIR POLITICAL PRACTICES COMMISSION
FRA	FEDERAL RAILROAD ADMINISTRATION
FTA	FEDERAL TRANSIT ADMINISTRATION
FTIP	FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

Acronyms list continued:

GA	GENERAL ASSEMBLY
GAP	GROUND ACCESS PLAN
GCCOG	GATEWAY CITIES COUNCIL OF GOVERNMENTS
GHG	GREENHOUSE GAS
GIS	GEOGRAPHIC INFORMATION SYSTEMS
GMTF	GOODS MOVEMENT TASK FORCE (SCAG)
GO21	GROWTH OPTIONS FOR THE 21ST CENTURY
HBRR	HIGHWAY BRIDGE REPLACEMENT & REHABILITATION PROGRAM
HCD	DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (State)
HHS	DEPARTMENT OF HEALTH AND HUMAN SERVICES (Federal)
HOT	HIGH OCCUPANCY TOLL
HOV	HIGH OCCUPANCY VEHICLE
HSST	HIGH SPEED SURFACE TRANSPORTATION
HUD	DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (Federal)
ICTC	IMPERIAL COUNTY TRANSPORTATION COMMISSION
IEUA	INLAND EMPIRE UTILITIES AGENCY
IGR	INTERGOVERNMENTAL REVIEW (REPLACED A-95 REVIEW PURSUANT TO EXECUTIVE ORDER #12.372 (1982) (SCAG)
IMPLAN	IMPACT ANALYSIS FOR PLANNING
IOS	INITIAL OPERATING SEGMENT
IPG	INTERMODAL PLANNING GRANT
ISTEA	INTERMODAL SURFACE TRANSPORTATION EFFICIENCY ACT
ITI	INTELLIGENT TRANSPORTATION INFRASTRUCTURE
ITIP	INTERREGIONAL TRANSPORTATION IMPROVEMENT PROGRAM
ITS	INTELLIGENT TRANSPORTATION SYSTEM
IVAG	IMPERIAL VALLEY ASSOCIATION OF GOVERNMENTS

Acronyms list continued:

JPA	JOINT POWERS AUTHORITY
LACMTA	LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (Metro)
LADOT	LOS ANGELES DEPARTMENT OF TRANSPORTATION
LAFCO	LOCAL AGENCY FORMATION COMMISSION
LARTS	LOS ANGELES REGIONAL TRANSPORTATION STUDY
LAWA	LOS ANGELES WORLD AIRPORTS
LCC	LEAGUE OF CALIFORNIA CITIES
LCV	LEAGUE OF CONSERVATION VOTERS
LEAGUE	LEAGUE OF CALIFORNIA CITIES
LEED	LEADERSHIP ENERGY AND ENVIRONMENTAL DESIGN
LEWIS-PRESLEY	STATE STATUTE CREATING SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD) AND SCAG AIR QUALITY RESPONSIBILITIES
LOSSAN	LOS ANGELES-SAN DIEGO RAIL CORRIDOR AGENCY
LTF	LOCAL TRANSPORTATION FUND
LVMCOG	LAS VIRGENES/MALIBU COUNCIL OF GOVERNMENTS
MAGLEV	MAGNETIC LEVITATED (Train)
MAP	MILLION ANNUAL PASSENGERS
MDAB	METHODS DEVELOPMENT AND APPLICATION BRANCH
MEA	MASTER ENVIRONMENTAL ASSESSMENT
MECS	MANUFACTURING ENERGY CONSUMPTION SURVEY
METRO	LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (LACMTA)
MOE	MEASURES OF EFFECTIVENESS
MOU	MEMORANDUM OF UNDERSTANDING
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	METROPOLITAN TRANSPORTATION AUTHORITY (L.A. County)

Acronyms list continued:

MTC	METROPOLITAN TRANSPORTATION COMMISSION (Bay Area)
NAAQS	NATIONAL AMBIENT AIR QUALITY STANDARDS
NAFTA	NORTH AMERICAN FREE TRADE AGREEMENT
NARC	NATIONAL ASSOCIATION OF REGIONAL COUNCILS
NEPA	NATIONAL ENVIRONMENTAL POLICY ACT
NHS	NATIONAL HIGHWAY SYSTEM
NIJC	NATIONAL INDIAN JUSTICE CENTER
NLC	NATIONAL LEAGUE OF CITIES
NOP	NOTICE OF PREPARATION (Of an environmental document)
NPIAS	NATIONAL PLAN OF INTEGRATED AIRPORT SYSTEMS
NOx	NITROGEN OXIDES
Ox	OZONE
OCCOG	ORANGE COUNTY COUNCIL OF GOVERNMENTS
OCTA	ORANGE COUNTY TRANSPORTATION AUTHORITY
OMB	OFFICE OF MANAGEMENT AND BUDGET (Federal)
ONT	ONTARIO AIRPORT
ONT GAP	ONTARIO AIRPORT GROUND ACCESS PLAN
OPR	OFFICE OF PLANNING AND RESEARCH (State)
OWP	OVERALL WORK PROGRAM
OWPA	OVERALL WORK PROGRAM AGREEMENT
PEIR	PROGRAM ENVIRONMENTAL IMPACT REPORT
PM-10	PARTICULATE MATTER 10
PM 2.5	PARTICULATE MATTER 2.5 (Fine Particle)
PMT	PERSON MATTER TRAVELED
POV	PRIVATELY OWNED VEHICLES

Acronyms list continued:

PPM	PARTS PER MILLION
PRC	PEER REVIEW COMMITTEE
PUC	PUBLIC UTILITIES COMMISSION (State)
RABA	REVENUE ALIGNED BUDGET AUTHORITY
RAC	REGIONAL ADVISORY COUNCIL (Inactive)
RC	REGIONAL COUNCIL (SCAG)
RCP&G	REGIONAL COMPREHENSIVE PLAN & GUIDE
RCTC	RIVERSIDE COUNTY TRANSPORTATION COMMISSION
RFP	REQUEST FOR PROPOSAL OR REASONABLE FURTHER PROGRESS (AQ)
RFQ	REQUEST FOR QUALIFICATIONS
RHNA	REGIONAL HOUSING NEEDS ASSESSMENT
RME	REGIONAL MOBILITY ELEMENT (SCAG)
ROG	REACTIVE ORGANIC GASES (Air Pollutants)
ROD	RECORD OF DECISION
ROW	RIGHT OF WAY
RPO	REGIONAL PLANNING ORGANIZATION
RSPA	RESEARCH AND SPECIAL PROGRAMS ADMINISTRATION
RSTP	REGIONAL SURFACE TRANSPORTATION PROGRAM
RTA	RIVERSIDE TRANSIT AGENCY
RTAC	REGIONAL TRANSPORTATION AGENCIES COALITION
RTIP	REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (See also FTIP)
RTP	REGIONAL TRANSPORTATION PLAN
RTP/SCS	REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY
RTPA	REGIONAL TRANSPORTATION PLANNING AGENCY
RWQCB	REGIONAL WATER QUALITY CONTROL BOARD

Acronyms list continued:

SACOG	SACRAMENTO AREA COUNCIL OF GOVERNMENTS
SAFETEA-LU	SAFE ACCOUNTABLE FLEXIBLE EFFICIENT TRANSPORTATION EQUITY ACT: A LEGACY FOR USERS
SANBAG	SAN BERNARDINO ASSOCIATED GOVERNMENTS
SANDAG	SAN DIEGO ASSOCIATION OF GOVERNMENTS
SBCCOG	SOUTH BAY CITIES COUNCIL OF GOVERNMENTS
SBIA	SAN BERNARDINO INTERNATIONAL AIRPORT
SCAB	SOUTH COAST AIR BASIN
SCAQMD	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
SCAQMP	SOUTH COAST AIR QUALITY MANAGEMENT PLAN
SCAAB	SOUTH CENTRAL COAST AIR BASIN
SCHWMA	SOUTHERN CALIFORNIA HAZARDOUS WASTE MANAGEMENT AUTHORITY
SCRRA	SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (Metrolink)
SEDAB	SOUTHEAST DESERT AIR BASIN
SEIR	SUPPLEMENTAL ENVIRONMENTAL IMPACT REPORT
SGVCOG	SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS
SHOPP	STATE HIGHWAY OPERATION AND PROTECTION PROGRAM
SIB	STATE INFRASTRUCTURE BANK
SIP	STATE IMPLEMENTATION PLAN
SP&R	STATE PLANNING AND RESEARCH
SPMRP	SERVICE PLANNING MARKET RESEARCH PROGRAM
S RTP	SHORT RANGE TRANSPORTATION PLAN
SSA	SALTON SEA AUTHORITY
SSAB	SALTON SEA AIR BASIN
STP	SURFACE TRANSPORTATION PROGRAM (ISTEA)
STIP	STATE TRANSPORTATION IMPROVEMENT PROGRAM

Acronyms list continued:

SWP	STATE WATER PROJECT
SWRCB	STATE WATER RESOURCES CONTROL BOARD
TAC	TECHNICAL ADVISORY COMMITTEE
TCA	TRANSPORTATION CORRIDOR AGENCIES
TC	TRANSPORTATION COMMITTEE (SCAG)
TCM	TRANSPORTATION CONTROL MEASURE
TCRP	TRAFFIC CONGESTION RELIEF PROGRAM
TDA	TRANSPORTATION DEVELOPMENT ACT
TDM	TRANSPORTATION DEMAND MANAGEMENT
TE	TRANSPORTATION ENHANCEMENT
TEA-21	TRANSPORTATION EQUITY ACT FOR THE 21ST CENTURY
TEU	TWENTY-FOOT EQUIVALENT UNIT
TIFIA	TRANSPORTATION INFRASTRUCTURE FINANCE & INNOVATION ACT
TIP	TRANSPORTATION IMPROVEMENT PROGRAM
TMA	TRANSPORTATION MANAGEMENT AREA
TMDL	TOTAL MAXIMUM DAILY LOAD
TOD	TRANSIT ORIENTED DEVELOPMENT
TRIS	TRANSPORTATION RESEARCH INFORMATION SERVICES
TTAP	TRIBAL TECHNICAL ASSISTANCE PROGRAM CENTER
UPRR	UNION PACIFIC RAILROAD
UPSP	UNION PACIFIC/SOUTHERN PACIFIC
UPWP	UNITED PLANNING WORK PROGRAM
US DOT	U.S. DEPARTMENT OF TRANSPORTATION
VAPCD	VENTURA AIR POLLUTION CONTROL DISTRICT
VCTC	VENTURA COUNTY TRANSPORTATION COMMISSION

Acronyms list continued:

VCOG	VENTURA COUNCIL OF GOVERNMENTS
VMT	VEHICLE MILES TRAVELED
WRCOG	WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
YOE	YEAR OF EXPENDITURE

SECTION XI. CONTACTING & PROVIDING INPUT TO SCAG

SCAG strives to make it easy to stay connected and provide input regarding the agency's policies, plans, programs, services, initiatives and events.

E-Communication – SCAG Spotlight is the official newsletter of the Regional Council. It includes information on recent Regional Council actions, an update from SCAG's Executive Director and news on upcoming events. To view or subscribe to SCAG's e-newsletters, visit www.scag.ca.gov.

Social Media – To help expand awareness of SCAG and broaden interest in its regional planning work, SCAG is active on several social networking sites. Stay current with SCAG news and events by 'liking' Southern California Association of Governments on Facebook or following the agency on Twitter at @SCAGnews.

Diverse Outreach – SCAG seeks to ensure that diverse populations are involved in the regional planning process. With a minimum advance notice of 72 hours, SCAG makes available translation assistance at its workshops and public meetings. SCAG translates key outreach materials into several languages and makes them available on the SCAG website at www.scag.ca.gov.

If you would like to receive information about SCAG policies, plans, programs, services, initiatives or events, please complete the SCAG contact form below and return to SCAG by either:

Mailing or dropping off at any SCAG office

- Main Office: 818 W. 7th Street, 12th Floor, Los Angeles, CA 90017
- Imperial County Office: 1405 N. Imperial Avenue, Suite 1, El Centro, CA 92243
- Orange County Office: 600 S. Main Street, Suite 906, Orange, CA 92863
- Riverside County Office: 3403 10th Street, Suite 805, Riverside, CA 92501
- San Bernardino County Office: 1170 W. 3rd Street, Suite 140, San Bernardino, CA 92410
- Ventura County Office: 950 County Square Drive, Suite 101, Ventura, CA 93003

Emailing to: contactus@scag.ca.gov or Faxing to: 213-236-1961

Name

Email

If no email, **Street Address or PO Box**

City

State

Zip

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Walter Siembab, South Bay Cities Council of Governments, Member of Technical Working Group	SCAG RESPONSE
Use interactive kiosks in public places to enhance public engagement.	Comment noted. SCAG has added language to the Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, Regional Services, Videoconferencing and Virtual Participation, that it will develop additional pathways to enhance public engagement.
Michael A. Morris, FHWA Cal-South	SCAG RESPONSE
On p. 3 within SECTION III. PPP Goals, SCAG may perhaps consider establishing overall measure mechanisms for each of the three (3) major areas. While doing so is other than a requirement, it may provide SCAG and anyone interested in SCAG's public participation process more data as to implementation evaluation results. If this option's pursued, establishment of conservative measures are recommended for purposes of displaying information versus setting an aggressive and/or unattainable target.	Commented noted. SCAG has added language to the Proposed Final Public Participation Plan, Section III. Public Participation Plan Goals, that it will evaluate public participation activities by setting qualitative and quantitative goals and periodically (within a year of adoption of each RTP/SCS) and conduct polling and surveying of the public and stakeholders to assess the effectiveness of the procedures and strategies contained in the Plan.
On p. 5-6 – beginning with the last paragraph on p. 5 through ending of the paragraph above where the “Engagement” section starts on p. 6, is this content related to the “University Partnership Initiative” section? If unrelated, it may be beneficial to add a “Topic” that previews what this information is related to.	Comment noted. SCAG has added a new topic header, “Technology Initiative,” to the Proposed Final Public Participation Plan, in Section IV. Public Participation Plan Process for Achieving Goals.
On p. 10 – to further substantiate SCAG's intention to meet Federal PPP requirements, please consider rewording the first sentence that begins the “Federal Planning Requirements” section to: SCAG's Public Participation Plan procedures will follow and must comply with federal planning regulations set forth under 23 CFR Section 450.316.	Comment noted. SCAG has added language to the sentence referenced in the Proposed Final Public Participation Plan, Section VI. Public Participation Plan Requirements, Federal Planning Requirements. The sentence, as revised, reads: “SCAG's Public Participation Plan procedures will follow and must comply with the following federal planning regulations set forth under 23 C.F.R. Section 450.316...”
It's commendable that SCAG outlines, makes transparent, and includes the public participation strategy, procedure, and technique details in the PPP that will be followed for fulfillment of horizon transportation planning products in Appendix A.	Comment noted. Thank you.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Pauline Chow, Esq., Safe Routes to School National Partnership	SCAG RESPONSE
We encourage SCAG to adopt language in the 2014 Public Participation Plan that is inclusive and communicates cooperation and collaboration. On page 4 of the 2014 Public Participation Plan, replace “assimilate” with “integrate” or “incorporate” in the following sentence: “Evaluate and assimilate public viewpoints and preferences into final decisions...”	Comment noted. In the Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, under How does SCAG measure, SCAG has replaced "assimilate" with "incorporate." The sentence reads: “SCAG will incorporate the use of scientific polling and similar means to obtain metrics regarding the effectiveness of its outreach.”
Then, on page 4 of the 2014 Public Participation Plan, we suggest replacing “allow” with “create opportunities” or “encourage” in the following sentence: “Goal: Allow any interested party to remain engaged through the decision-making process, the implementation phase and beyond.”	Comment noted. In the Proposed Final Public Participation Plan, Section III. Public Participation Plan Goals, under Evaluation, SCAG has replaced "allow" with "encourage." Sentence reads: Encourage stakeholders and members of the public to remain engaged through the decision-making process, the implementation phase and beyond.
In Section IX under Development of Strategies, Procedures and Techniques for the 2016 RTP/SCS,” remove “significant” in the following sentence: “Acknowledge all significant comments received in a timely manner.” The word significant should be removed from this statement to encourage meaningful deliberation without comparing the value of public comment statements.	Comment noted. In the Proposed Final Public Participation Plan, Section IX. Appendix A, Regional Transportation Plan (RTP), under B. Consider and Incorporate Comments Received ...” SCAG has removed the word "significant." The sentence reads: “Acknowledge all comments received in a timely manner.”
K-12 public, private and charter schools (“K-12 schools”) are integral to land use and transportation planning. Over 14 percent of all morning congestion is caused by private car drop off at schools (Traffic Injury Prevention, August 2011). Schools are embedded within each community and resource for engaging new stakeholders early and consistently. An effort should be made by SCAG to identify public school stakeholders and agency partners to be included in land use discussions that affect regional mobility, including school siting, joint use and travel to school policies.	Comment noted. SCAG already works with cities, advocacy groups and agency partners to develop land use policies on a regional level. SCAG will defer to local agencies such as cities and school districts on specific land use issues related to schools (i.e. school siting, zoning, etc.). However, SCAG will actively encourage participation by the educational community in the upcoming Regional Transportation Plan/Sustainable Communities Strategy development workshops. In the Proposed Final Public Participation Plan, Section V. Interested Parties, SCAG lists educational community and institutions, which is inclusive of K-12, private and charter schools.
In Section IV. Public Participation Plan Process for Achieving Goals (page 5-6), include schools in the public participation plan by either expanding the definition of “University Partnership Institute” to encompass or create a category for K-12 schools.	Comment noted. SCAG recognizes the merits of conducting outreach with K-12 stakeholders. In the Proposed Final Public Participation Plan, Section V. Interested Parties, SCAG lists “education community and institutions,” which are inclusive of K-12 stakeholders.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Pauline Chow, Esq., Safe Routes to School National Partnership-CONTINUED	SCAG RESPONSE
<p>As recognized in the 2014 Public Participation Plan, the traditionally underserved and underrepresented are the least likely to have the resources and capacity to participate in the public process. In order to reach and engage these populations early and consistently, the public participation plan must provide opportunities and materials that are context sensitive and supports the unique characteristics of communities' transportation and land use needs. Thus, SCAG should leverage resources and expertise from county agencies, community based organizations and residents to gain meaningful feedback and insights in a detailed work plan.</p>	<p>Comment noted. SCAG takes pride in a "bottom up" approach to regional planning and has tried to make its public participation work plan as transparent as possible in Section IX. Appendix A, "Strategies, Procedures and Techniques for Public Participation Related to the Regional Transportation Plan (RTP), Federal Transportation Improvement Program (FTIP) and Overall Work Program (OWP)." In these times of limited public funding, SCAG agrees with the comment on leveraging resources amongst CTCs, COGs and other local agencies, and hopes to work with these agency partners in developing relevant surveys for users of transit, rail and freeways to inform our planning process, as outlined in Section IV, "Public Participation Plan Process for Achieving Goals," under "Agency Partners."</p>
<p>Within the 2014 Public Participation Plan, SCAG should be providing technical assistance and coordinate with county transportation commissions (CTCs) and council of governments (COGs) to implement public participation in counties. The effectiveness of SCAG's public participation plan is highly dependent on county-level implementation. It is crucial that the public participates at county-level meetings, workshops and committees, since important transportation and land use decisions are made at CTCs and COGs.</p>	<p>Comment noted. SCAG provides technical assistance and coordinates with CTCs and COGs on planning initiatives. However, transportation projects are selected locally by the CTCs, and SCAG coordinates public participation activities for projects submitted for proposed inclusion in the FTIP, as described in the Proposed Final Public Participation Plan, Section IV, Appendix A, Strategies, Procedures and Techniques for Public Participation Related to the RTP, FTIP and OWP.</p>
<p>County implementation plans should be included as part of the 2014 Public Participation Plan under the Regional Transportation Plan (page 22) and Federal Transportation Improvement Program (page 29).</p>	<p>Comment noted. In the Proposed Final Public Participation Plan, Section IX. Appendix A., under, Federal Transportation Improvement Program, Paragraph C., County TIP Development, and SCAG has added language that the FTIP is the primary federal funding programing document which functions as the implementation arm of the RTP/SCS. In addition to the FTIP, there are a multitude of programs that contribute to active transportation project implementation including dedicated ATP programs, sustainable community grants, and locally funded initiatives. The CTCs' submittal of their county TIP to SCAG is their implementation plan which is incorporated in its entirety into the SCAG FTIP.</p>
<p>SCAG should develop communication and information about the FTIP and STIP processes that can be better understood by the public, who may have limited or no knowledge of land use and transportation policies. One way to enhance information about projects is to develop a system that tracks how each project meets the performance metrics in the 2012 RTP/SCS.</p>	<p>Comment noted. SCAG releases FTIP Guidelines prior to the CTCs submission of their respective county TIPs to SCAG. The FTIP Guidelines discusses the FTIP and STIP processes.</p>

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Pauline Chow Esq., Safe Routes to School National Partnership - CONTINUED	SCAG RESPONSE
We suggest adding to Section III. Public Participation Plan Goals on page 3, under the subheading Engagement, "...ensure such events are fully accessible to ... including, low-income, rural unincorporated and farm worker communities..."	Comment noted. In the Proposed Final Public Participation Plan, Section III. Public Participation Goals, under Engagement SCAG has added: "Develop support materials that are easily understood ... ensure such events are fully accessible to the general public, including low-income minority, rural and farm worker communities, disabled and Limited English Proficiency populations." SCAG has also added this community to the goal: "To seek out, engage and consider ... underserved populations, such as low-income, minority, rural and farm worker communities, disabled and Limited English Proficiency populations."
Then in Section IV Public Participation Plan Process for Achieving Goals (pages 5-6), include sub-heading for Rural Unincorporated Communities and Farm Workers, explicitly listing possible venues and methodology for engaging residents of low income rural and unincorporated and farm worker communities.	Comment noted. In the Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, SCAG, has added the requested language. The referenced section reads: "Rural, Unincorporated Communities and Farm Workers Engage the assistance of community, legal, business and other groups to improve participation of rural, unincorporated communities and farm workers in SCAG's planning activities and processes in easily accessible locations and convenient locations."
In the 2014 Public Participation Plan, SCAG is scheduled to meet with an EJ advisory group between May 2013 and November 2015 (page 22). We advise SCAG to recruit and convene the EJ advisory group as soon as possible so that their recommendations can be incorporated into SCAG's planning processes early on.	Comment noted. SCAG intends to convene the Environmental Justice (EJ) Advisory Group in Summer 2014.
The EJ Advisory group should consider adopting the 2012 RTP/SCS subcommittee models, since the public health and active transportation subcommittees were successful in studying and developing solutions on a specific topic area ... The subcommittee model should prove some guidance on the next iteration of the EJ advisory group and how to successfully expand the EJ Advisory group role in public participation development and equity discussions across SCAG.	Comment noted. SCAG welcomes the suggestion for expanding the role of the EJ Advisory Group. The 2012-2035 RTP/SCS subcommittees were created for a singular purpose and convened in a limited time frame. The EJ Advisory Group would meet over a longer period of time. To substantiate this as an initiative, SCAG, as noted in the Proposed Final Public Participation Plan, has added "Environmental Justice" to the "Advocacy Initiative," under "Section IV. Public Participation Plan Process for Achieving Goals" and included the EJ Advisory Group as a key process in SCAG's outreach activities.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Pauline Chow, Esq., Safe Routes to School National Partnership-CONTINUED	SCAG RESPONSE
<p>Integrate Environmental Justice Recommendations with 2012 RTP/SCS Outcomes. Additionally, an extended EJ advisory group or subcommittee will bridge the 2014 Public Participation Plan with the recommendations from the 2012 SCAG RTP/SCS and EJ Appendix in the following ways:</p> <p>Incorporate definitions for disadvantaged and underserved communities into a more comprehensive view on environmental justice communities, including economic, demographic and environmental considerations. Bridging and expanding the EJ definition will ensure that outreach efforts encompass all communities. For example, new requirements on disadvantaged communities in the Active Transportation Program funding guidelines and application are important to incorporate into the 2014 Public Participation Plan</p> <ul style="list-style-type: none"> • Explicitly integrate the 2014 Public Participation Plan with SCAG’s Title VI Environmental Justice Policy and Program, which includes providing technical analysis and public outreach at a county level • Convene community based focus groups and workshops on EJ to update performance metrics, listed on 2012 RTP/SCS EJ Appendix Page 4, and study the impact of recommendations on a more frequent basis, including gentrification and displacement in transit oriented development areas and housing quality. The Jobs Housing Imbalance or Jobs-Housing Mismatch research “does not provide definitive results” and “raises additional questions.” • Develop plans for and to implement recommendations in the 2012 RTP/SCS EJ Appendix for Performance Area Analysis (starting on page 36). 	<p>Comment noted. SCAG will outline the role of the EJ Advisory Group at its first meeting. In its current form, it is a group for information gathering and exchange. The group may make recommendations on specific policies to SCAG committees, but it is not currently set up for proposing work plans or implementation at the local level.</p>

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Nancy Pfeffer, Gateway Cities Council of Governments	SCAG RESPONSE
Overall, the document seems repetitive and the organization is not clear. As a result, topics are revisited several times in multiple places and the reader can become easily confused about the processes SCAG uses to ensure full and complete public participation. We would recommend beginning with a summary of the public participation requirements that apply to SCAG, followed by a discussion of goals, specific activities, and a clear description of evaluation procedures used by SCAG.	Comment noted. SCAG has prepared the Proposed Final Public Participation Plan to address redundancies, organization and to make it easier to understand.
The Public Participation Plan 2014 draft does not elucidate the unique role of subregions in the regional planning process. Subregional COG's are made up of elected officials, many of whom also serve on SCAG's committees and Regional Council. This unique relationship should be highlighted and explained. Subregional organizations are not equivalent to other "interested parties." Also, mention should be made of the Subregions of Southern California and the involvement of the subregional Executive Directors and Subregional Coordinators in the planning process.	Comment noted. The Proposed Final Public Participation Plan addresses the role of the subregions in the planning process, as well as SCAG's engagement and coordination with all subregions.
Specific comments are as follows: In Section III, Public Participation Plan Goals, consider reordering to state the goal first, then the activities.	Comment noted. In the Proposed Final Public Plan, Section III. Public Participation Goals, SCAG will maintain the existing order of listing activities before the goals.
In this section under Outreach, is phone a realistic channel of outreach by SCAG?	Comment noted. As noted in the Proposed Final Public Participation Plan, the telephone is one way of communication to encourage feedback, convey information about SCAG's programs, plans, policies and initiatives, and involve interested parties in the development of the Public Participation Plan's strategies and procedures.
Under Engagement (p. 3), accessibility to low-income, minority, disabled, and limited-English-proficiency populations is discussed before outreach methods to these populations. This order is confusing.	Comment noted. In the Proposed Final Public Participation Plan, Section III, under Engagement, SCAG will maintain the existing order of the discussion.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Nancy Pfeffer, Gateway Cities Council of Governments - CONTINUED	SCAG RESPONSE
Under Evaluation (p. 4), please explain how SCAG will assess the effectiveness of its Public Participation Plan. What metrics will be used, for example?	Comment noted. SCAG has added language to the Proposed Final Public Participation Plan, Section III. Public Participation Plan Goals, that it will evaluate public participation activities by setting qualitative and quantitative goals and periodically (within a year of adoption of each RTP/SCS) conduct polling and surveying of the public and stakeholders to assess the effectiveness of the procedures and strategies contained in the Plan.
On p. 5, under Agency Partners, surveys seem like a good idea, but the idea comes completely out of context. What is the goal of such surveys and how will they be coordinated with other outreach efforts?	Comment noted. In the Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, under Agency Partners, SCAG has deleted the reference to surveys and added broader language. The section reads: "Work with local, regional and state agencies including, but not limited to the Department of Motor Vehicles, the Southern California Regional Rail Authority (Metrolink) and local transit operators to develop outreach and relevant display advertising to engage transit riders using a variety of outreach/public participation tool, with the goal of ensuring their input in SCAG's planning process and activities."
On p. 5, is the Advocacy Initiative a new program?	Comment noted. The Advocacy Initiative is not a new program.
On p. 5, is the University Partnership Initiative a new program?	Comment noted. As noted in the Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, under University Partnership, the University Partnership is a broadening of the agency's existing internship program.
On p. 10, third paragraph under Section VI, Public Participation Plan Requirements, please clarify the way in which SCAG does land use planning (i.e., SCAG has no local land use authority).	Comment noted. In the Proposed Final Public Participation Plan, Section VI. Public Participation Plan Requirements, SCAG has revised the referenced sentence to clarify SCAG's planning role. The sentence reads: "While regional transportation planning is the core component of SCAG's activities, SCAG also develops the regional sustainable communities strategy as part of the regional transportation plan to address reductions of greenhouse gas emissions, as required under state law. SCAG is further responsible for development of population, employment and housing growth forecasts, and regional housing needs assessments."
On p. 13, last paragraph, thank you for clarifying that the Technical Working Group is among those groups whose recommendations will be forwarded to the Policy Committees.	Comment noted.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Deborah S. Diep, Center for Demographic Research	SCAG RESPONSE
General comments: Include acronym list for any acronyms used in the document	Comment noted. SCAG has added a list of acronyms in the Proposed Final Public Participation Plan, Appendix B. List of Acronyms.
Include list of included members of all the groups listed below i.e. who/what agencies, individuals are members of these groups?	Comment noted. Group references have been streamlined in the Proposed Final Public Participation Plan.
Reduce number of different group references	Comment noted. Group references have been streamlined in the Proposed Final Public Participation Plan.
Be consistent in usage of group references	Comment noted. Group references have been streamlined in the Proposed Final Public Participation Plan.
<p>Numbers reflect the number of times each group is references in the PPP, counts are unique.</p> <ul style="list-style-type: none"> -stakeholders – 21; stakeholder organizations – 5 -stakeholder groups -2 ; public stakeholder agencies - 1 -stakeholder agencies -1; regional stakeholder -1 -local stakeholder-1; interested parties - 29 -other interested parties-6; advocacy groups-1 -communities of interest-1; affected parties-1 -citizen-3; subregional partner – 3 subregional coordinator -4; local government partner-1 -local government-2; local jurisdiction-4 -interest groups-3; general public-16 	Comment noted. Group references have been streamlined in the Proposed Final Public Participation Plan.
Page 3, under Purpose of the Plan: delete “diverse”, change to “diversity in”	Comment noted. In the Proposed Final Public Participation Plan, Section II. Introduction, under Purpose of the Plan, SCAG has revised the language referenced. The paragraph reads: “The purpose of this Public Participation Plan is for SCAG to describe its responsibilities as well as its goals and strategies for engaging the broadest and most diverse audiences possible in planning and programming processes. The document will also outline opportunities for SCAG to increase public awareness and diversity in participation, while expanding the range of voices and views in developing regional plans.”
Page 3, under Section III. Public Participation Plan Goals: change insure to ensure	Comment noted. Correction made in Proposed Final Public Participation Plan, Section III. Public Participation Plan Goals.
Page 5, under Engagement with Private Partners, first paragraph: add close	Comment noted. Correction made in Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, under Engagement with Private Sector Partners.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

parenthesis after etc.	
Deborah S. Diep, Center for Demographic Research- CONTINUED	SCAG RESPONSE
Page 5, under University Partnership Initiative, second paragraph: This section doesn't flow well under University Partnership Initiative, needs separation or some sort of title break.	Comment noted. SCAG has added a new topic header, "Technology Initiative," to the Proposed Final Public Participation Plan, in Section IV. Public Participation Plan Process for Achieving Goals.
Page 6, first paragraph, reference to 'agency officials:' Who are the agency officials?	Comment noted. In Proposed Final Public Participation Plan, Section IV. Public Participation Plan Process for Achieving Goals, referenced sentence has been changed clarify that SCAG will provide resources and staff time dedicated to public participation activities. The sentence reads: "When developing initiatives where outreach is appropriate, SCAG will provide resources and staff time dedicated to public participation activities..."
Page 6, under Engagement, Citizen Review and Feedback: Why is this limited to citizens? Why not all residents of the region?	Comment noted. In the Proposed Final Public Participation Plan, Section IV. Public Participation Process for Achieving Goals, under Engagement, SCAG has revised the topic heading referenced. The heading reads: "Public and Stakeholder Review and Feedback."
Page 9, under Section V. Interested Parties, groups listed as "new:" educational institutions, elderly and retired persons, minority and low-income populations, other interested parties, special interest non-profit agencies, women's organizations.	Comment noted.
Page 9, under Section V. Interested Parties: What about public sector? Jurisdictions?	Comment noted. The first bullet in the referenced section of the Proposed Final Public Participation Plan is revised to more broadly capture "public agencies."
Page 9, under Section V. Interested Parties, in reference to subregional organizations: add COGs/Subregional Coordinators/Subregions of Southern California	Comment noted. In the Proposed Final Public Participation Plan, Section V. Interested Parties, the term "subregional organizations," is inclusive of COGs/Subregional Coordinators/Subregions of Southern California.
Page 10, under Section VI. Public Participation Plan Requirements, third paragraph: Please clarify what kind of land use planning SCAG is responsible for.	Comment noted. In the Proposed Final Public Participation Plan, Section VI. Public Participation Plan Requirements, SCAG has revised the referenced sentence to clarify SCAG's planning role. The sentence reads: "While regional transportation planning is the core component of SCAG's activities, SCAG also develops the regional sustainable communities strategy as part of the regional transportation plan to address reductions of greenhouse gas emissions, as required under state law. SCAG is further responsible for development of population, employment and housing growth forecasts, and regional housing needs assessments."

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Deborah S. Diep, Center for Demographic Research-CONTINUED	SCAG RESPONSE
Page 11, intended paragraphs under section (viii): These two paragraphs need font change and add bullets.	Comment noted. Font size corrected and roman numeral added in referenced section of the Proposed Final Public Participation Plan.
Page 14, second paragraph, referencing SCAG meetings: Why doesn't SCAG schedule meetings with non-member agencies?	Comment noted. As discussed in the Proposed Final Public Participation Plan, Section VI. Public Participation Plan Requirements, under State Planning requirements, SCAG does consult with non-member agencies, including several state and local agencies.
Page 14, under Bottom-Up and Interagency Consultation, reference to forums: What forums?	Comment noted. In Proposed Final Public Participation Plan, Section VI. Public Participation Plan Requirements, under Bottom-Up Planning and Interagency Consultation, SCAG has revised the section to clarify reference to forums. The section reads: "SCAG's three Policy Committees (Transportation Committee, Energy & Environment Committee, and Community, Economic & Human Development Committee) include members appointed to represent the 15 subregional organizations in the SCAG region. Further, the numerous subcommittees, technical advisory committees, working groups, and the AB 1246 process facilitate SCAG's ability to provide a framework for bottom-up planning and more frequent and ongoing participation by interested parties at all stages of the process..."
Page 14, under Bottom-Up and Interagency Consultation, reference to regular coordination with subregions: How often is regular? SCAG disbanded the SRC and the COGs reformed the group. Hasan comes sometimes, but requests from the group are not prioritized. There is great lacking in communicating information to COGs to assist in the RTP efforts.	Comment noted.
Page 20, under Regional Transportation Plan (RTP) referencing outreach and SB 375 coordination team: Who is the coordination team?	Comment noted. The coordination team is the principal staff in SCAG planning areas and consultants associated with each of the various outreach efforts referenced in the preceding paragraph.
Page 21, Paragraph I, reference to 'early' in planning process: This document will be used for several years and should be 'timeless.' Change 'early' to specific dates.	Comment noted. The Proposed Final Public Participation Plan maintains the term "early" to allow for flexibility and potential shifts in scheduling.
Page 21, Paragraph I, reference to December 2013: Change sentence to: Books were distributed to Local Jurisdictions in between November 2013 and January 2014, and comments were accepted through May 2014.	Comment noted.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Deborah S. Diep, Center for Demographic Research-CONTINUED	SCAG RESPONSE
Page 21, reference to paragraph beginning with SCAG will engage ...” Indent sentence.	Comment noted. Paragraph indented in the Proposed Final Public Participation Plan.
Page 21, reference to ‘major planning areas:’ What are the major planning areas?	Comment noted. In the Proposed Final Public Participation Plan, Section IX. Appendix A, Regional Transportation Plan (RTP), Section D., first bullet, SCAG has added language to clarify that the major planning areas are integrated regional transportation, land use and environment planning.
Page 23, under “H. Continually Enhance Website Capabilities, paragraph I: Delete ‘recently created’, replace with “all”	Comment noted. In the Proposed Final Public Participation Plan, Section IX. Appendix A, Regional Transportation Plan (RTP), H. Continually Enhance Website Capabilities, Paragraph I., SCAG has deleted the words "recently created" from the referenced sentence.
Joyce Dillard	SCAG RESPONSE
The Public Participation Goals lacks a marketing plan.	Comment noted. As noted in Proposed Final Public Participation Plan, SCAG intends to improve its efforts to reach out to the general public and stakeholders.
Under OUTREACH you state: Activity: Using internal and external resources, identify affected stakeholders and other interested parties. Identify, allocate resources and utilize appropriate communication tools (i.e., phone, electronic, print or media) to best reach stakeholders and communities.	Comment noted.
Your current outreach is poor if almost non-existent. Placing information on a website is not sufficient for the mounting problems of traffic congestion and poor air quality as well as lack of affordable housing.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG intends to improve in its effort to reach out to the general public and stakeholders.
You plan to identify stakeholders, but how.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG intends to broaden its outreach to schools, churches, transit partners and others throughout the region.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Joyce Dillard - CONTINUED	SCAG RESPONSE
You plan to utilize appropriate communication, but how.	Comment noted. As noted in the Proposed Final Public Participation Plan, the Public Participation Plan describes the ways in which SCAG communicates with various audiences.
In a world of cellphone and apps, you can plan one form of campaign outreach.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG plans to use new mobile technologies as a way to further engage the public in its regional transportation planning process.
In a world of news, you can release press releases that can be carried on newscasts. In fact, there are so many opportunities to outreach to news services designed for targeted audiences, usually divided by language.	Comment noted. As noted in the Proposed Final Public Participation Plan, the media, including media serving non-English speaking audiences, is included in SCAG's outreach efforts.
In a world of You-Tube, you can place videos for the public to view.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG video productions are available to view on the SCAG website.
In a world of flyers, you can place information door-to-door. You can place information in utility bills.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG produces a number of factsheets and flyers, and distributes them at public meetings and makes them available on the website. SCAG will consider distributing information in utility bills.
In a world of billboards, you can place advertising throughout the region.	Comment noted.
Entertainment and sporting celebrities can be utilized for Public Service Announcements.	Comment noted. SCAG will consider utilizing entertainers and celebrities to help publicize regional transportation planning messages, budget permitting.
You can print bumper stickers.	Comment noted.
When cities have an outreach medium, such as the City of Los Angeles Neighborhood Council system, you can attend and distribute information.	Comment noted. In the Proposed Final Public Participation Plan, Section, V. Interested Parties, SCAG has added Neighborhood Councils to the list of target audiences. SCAG intends to explore ways to enhance engagement with neighborhood councils. SCAG Regional Council members are elected officials who represent their jurisdictions (cities and counties) and distribute SCAG information to the cities and counties.
Through sports leagues or churches, you can distribute information.	Comment noted.
Public service announcements can be used on television, radio and at sporting or entertainment events.	Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG public service announcements are among the tools available to inform the public and stakeholders about SCAG policies, programs services and initiatives. SCAG will consider producing public service announcements for broadcast, sporting and

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

	entertainment events, budget permitting.
Joyce Dillard - CONTINUED	SCAG RESPONSE
Missing is outreach to any of the thousands of truck and vehicle drivers yet, the region has the most traffic congestion.	Comment noted.
Low-cost affordable housing is not addressed in comparison to the needs of each local governmental division. In fact, transit-oriented districts TOD are creating low-income pockets of population.	Comment noted.
Nowhere is the match of the job market to transportation and housing issues.	Comment noted.
Your work should be used in Local Government planning, but instead the funding determines the planning.	Comment noted.
Population estimates are municipal distributed, yet cities, like Los Angeles, choose population density in Community Planning Areas with no justification to the overall population estimates or to existing housing and vacancies. This creates higher land value in areas that will receive federal or state funding.	Comment noted.
Approvals from this Metropolitan Planning Organization becomes tools for manipulation not for planning.	Comment noted.
This makes your conclusions, infeasible and not based in reality.	Comment noted.
You fail to address the General Plans adopted and coordinate your information into the existing state of the local government infrastructure including the Elements. Streets and sidewalks are in disrepair. Freeways are crowded.	Comment noted.
There needs to be a review of the region to the realities of state required planning.	Comment noted.
There needs to be metropolitan planning.	Comment noted.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

Steve Smith – San Bernardino Associated Governments (SANBAG)	SCAG RESPONSE
<p>In addition to the variety of ways to provide input (meetings, online, etc.), SCAG should strongly consider periodic, statistically valid public opinion polling. The range of opportunities cited in the PPP for providing public input are all very important, but virtually all require someone to take a certain level of initiative. This means that, to one degree or another, these are all self-selecting samples. To obtain a truly diverse and representative set of opinions on the range of topics we are concerned about, a scientifically conducted poll can be a valuable asset, and open our eyes to issues that may not have come to the forefront in other ways.</p>	<p>Comment noted. SCAG will consider conducting scientific polling as a way to obtain public input and more effectively communicate regarding regional transportation planning issues.</p>
<p>SCAG conducts travel surveys to support our modeling and analytical needs, but it may have been a while since we conducted one asking for general public input on transportation, land use, sustainability, and related issues, and I did not that option explicitly referenced. This could be an important resource as SCAG committees and the RC deliberate issues concerning the 2016 RTP/SCS, and such polling is not expensive when considering the billions of dollars in investments at stake. This option should be explicitly referenced as an option in the PPP, and serious consideration should be given to structuring a survey covering the range of issues of concern leading up to the 2016 RTP/SCS. Thank you for taking my comment. Regards, Steve</p>	<p>Comment noted. As noted in the Proposed Final Public Participation Plan, SCAG has added language in the plan specifically referencing using polling as a tool to obtain public input and more effectively communicate regional transportation planning issues.</p>

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

SURVEY COMMENTS	SCAG RESPONSE
Improve language access.	Comment noted. SCAG is reviewing its procedures and practices regarding service to Limited English Proficiency (LEP) populations in the region to ensure it is offering appropriate and sufficient assistance. Currently, SCAG has access to language translation service vendors from whom the agency, with sufficient notice, may request services. Additionally, SCAG maintains a list of multi-lingual staff members who translate key SCAG documents and provide language assistance to LEP populations with sufficient notice. The <i>Google Translate</i> tool is available on the SCAG website, enabling the translation of SCAG's HTML web content into more than a dozen languages. In fact, this tool was utilized in the web posting of SCAG's Draft 2014 Public Participation Plan. Notices of availability of the Draft Plan were published in major ethnic/non-English newspapers serving the SCAG region.
SCAG should reach out and partner with local community based organizations that have direct contact with community members. These orgs can be ambassadors of distributing message among the community, and community members listen more when information comes from a source they know/trust. Many of the community members we serve do not know what SCAG is.	Comment noted. In the Proposed Final Public Participation Plan, Section V. Interested Parties, SCAG has added "Community-based organizations" to the list of target audiences. SCAG will continue to work with its staff, the public and stakeholders to obtain contact information for community-based organizations and organizations serving underrepresented groups through announcements and by routinely requesting that information at public workshops.
Ask your partner cities and partner organizations to send out information to their lists.	Comment noted. SCAG, when appropriate, requests assistance from partner agencies and key stakeholders in sending information to their lists, posting information on their websites, and otherwise promoting key agency programs, plans, services and initiatives. SCAG also includes links to social media sites Facebook and Twitter in email signature blocks and every page on its website to encourage the sharing of information.
Providing more notice time to stakeholders, residents and organizations and expanding the comment period.	Comment noted. SCAG will consider expanding the public comment period, if requested.
Continual emails are great. SCAG does a really good job with public outreach.	Comment noted. Thank you.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

SURVEY COMMENTS - CONTINUED	SCAG RESPONSE
Social media – Facebook, i.e.	Comment noted. SCAG regularly uses Facebook and Twitter to promote SCAG plans, programs, services and events, as well as key activities of its partner agencies. Social media icons linking to SCAG’s Facebook and Twitter pages are included in the signature block of SCAG external emails, and on the left navigation bar of the SCAG website.
Involve everyone in the public forum. Don’t have closed-door meetings.	Comment noted. SCAG’s governing board and standing committee meetings are open to the general public in accordance with and state open meeting laws.
I was not aware of any language assistance or Spanish translation of presentation or materials.	Comment noted. SCAG translated the Executive Summary of the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) into Spanish, Korean, Chinese, Vietnamese and Armenian and posted the documents on the SCAG website. SCAG provided live, real time language assistance/translation of a public workshop conducted in Downtown Los Angeles for RTP/SCS and provided key presentation materials in Spanish. Additionally, SCAG is in the process of updating its Limited English Proficiency plan, and as part of this process, SCAG intends to take steps to raise awareness of the availability of language assistance including emails to groups serving LEP populations; and announcing the availability and process for accessing LEP assistance at public meetings, workshops, etc.
Did not attend workshop.	Comment noted.
Publish materials ahead of time.	Comment noted. SCAG complies with the state open meeting laws (Brown Act) regarding posting disseminating materials required for public meetings. For workshops and other types of meetings not subject to the Brown Act, SCAG makes every effort to have all pertinent materials needed for public meetings and workshops available in advance by posting them on the SCAG website and/or providing them via US mail or email upon request and making them available at each of SCAG’s county regional offices.
I think access and opportunities was adequate but if people did not know about the process how could they comment.	Comment noted. SCAG’s public participation activities are geared toward ensuring that the public is informed about the opportunity to provide input on its plans and programs. As the agency develops the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy, SCAG will work to raise awareness of the opportunities to provide input/comment.

SCAG 2014 DRAFT PUBLIC PARTICIPATION PLAN MATRIX OF COMMENTS AND RESPONSES

SURVEY COMMENTS - CONTINUED	SCAG RESPONSE
More effective outreach to Community-based organizations.	Comment noted. In the Proposed Final Public Participation Plan, Section V. Interested Parties, SCAG has added "Community-based organizations" to the list of target audiences. SCAG will continue to work with its staff, agency partners and stakeholders to obtain contact information for community-based organizations and organizations serving underrepresented groups through announcements and by routinely requesting that information at public workshops.
SCAG did not reach out to us (Valley Industry & Commerce Association) to provide comments. We provided them upon request by members.	Comment noted. Contact information for the Valley Industry & Commerce Association has been added to SCAG's outreach database and the association will receive future notification of SCAG's outreach activities.
I thought SCAG staff was really good to work with and open to comments and suggestions.	Comment noted. Thank you.
Once involved, I thought the process went well.	Comment noted. Thank you.
Reach out to business organizations and more extensive outreach to COGs.	Comment noted. SCAG will continue to expand its outreach in the broadest and most cost-effective manner possible.

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DATE: April 3, 2014

TO: Executive/Administrative Committee (EAC)
Regional Council (RC)

FROM: Hon. Greg Pettis, President
Hon. Carl Morehouse, First Vice President
Joseph Silvey, General Counsel

SUBJECT: Proposed Changes to Executive Director's Employment Agreement

RECOMMENDED ACTIONS FOR EAC:

1) Approve Fiscal Year 2014-15 Work Plan for Executive Director; and 2) Recommend to RC that Legal Counsel prepare an amendment to the Executive Director's Employment Agreement that: (a) includes the 2014-2015 Work Plan; (b) increases the term of the Agreement by one year based upon the results of the Executive Director's annual Performance Evaluation; (c) increases the cap on any bonus or salary increase provided to the Executive Director as part of any overall SCAG bonus or compensation adjustment from \$15,000 to \$25,000; and (d) update the Employment Agreement to reflect the Executive Director's current base salary.

RECOMMENDED ACTIONS FOR RC:

1) Ratify Fiscal Year 2014-2015 Work Plan for Executive Director as approved by the EAC; 2) Direct Legal Counsel to prepare an amendment to the Executive Director's Employment Agreement as recommended by the EAC; and 3) Authorize the President to execute, on behalf of SCAG, an amendment to the Executive Director's Employment Agreement incorporating the new information and the single change described herein.

EXECUTIVE SUMMARY:

The Executive Director's Work Plan for Fiscal Year 2013-2014 has been prepared in accordance with guidance offered by the EAC at its meeting last year on May 1, 2013 and a copy is attached. If approved by the EAC and ratified by the RC, the Work Plan will be included as an attachment to the Executive Director's Employment Agreement.

In addition, the Executive Director's current Employment Agreement should be revised to reflect his current base compensation and the additional one year term adjustment resulting from his annual Performance Appraisal this year.

At its March 6, 2014 meeting, the EAC appointed President Greg Pettis, First Vice President Carl Morehouse and General Counsel Joe Silvey to negotiate with the Executive Director, Hasan Ikhata, regarding his Employment Agreement. Also, during the meeting, the EAC considered possible changes to the Employment Agreement and provided the three (3) negotiators with guidance on possible Employment Agreement changes to be negotiated with Mr. Ikhata. As a result of these negotiations, one change is proposed to the existing Employment Agreement increasing the cap on any future performance-based bonus, cost of living adjustments or merit increases provided to the Executive Director consistent with any bonus, adjustment or increases made available to all SCAG staff.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan; Goal 5: Optimize Organizational Efficiency and Cultivate an Engaged Workforce; Objective d: Define the roles and responsibilities at all levels of the organization.

BACKGROUND:

The SCAG Bylaws call for the annual preparation of a Work Plan for the Executive Director. At an EAC meeting last year on May 1, 2013, the EAC provided guidance on the content of last year's Work Plan. The Executive Director has proposed a Work Plan for Fiscal Year 2014-2015 (attached) for consideration and possible approval by the EAC and subsequent ratification by the RC.

The Executive Director's Employment Agreement at Section 2.01 specifies that the term of the Agreement shall be increased by one year if the Executive Director achieves a score of 4.00 or higher for his annual Performance Evaluation. The Executive Director's Performance Evaluation score for Fiscal Year 2013-2014 was 4.68 which exceeded the identified goal and, therefore, the term of his Employment Agreement should be increased by one year.

The Executive Director is eligible for bonus, merit or compensation adjustments comparable to those provided to all SCAG staff. SCAG staff was provided with merit increases last year and the Executive Director received an adjustment based on his evaluated performance.

The Executive Director's Employment Agreement currently limits the amount of any bonus, merit or any form of adjustment that the Executive Director might receive to a total of no more than \$15,000 annually. This limit should be adjusted periodically to reflect the periodic increases in the Executive Director's base compensation. The EAC is asked to consider our recommendation to increase this annual limitation to \$25,000.

The EAC will review the proposed changes discussed herein at its meeting on April 3, 2014 and will make a recommendation at the RC meeting later that day.

FISCAL IMPACT:

Work associated with this matter is paid from the SCAG General Fund, 13-800.SCG0160.01.

ATTACHMENT:

Executive Director Fiscal Year 2014-2015 Work Plan

Hasan Ikhrata FY 14/15 Work Plan

- Implement all state and federal requirements of a Metropolitan Planning Organization
- Oversee and direct all administrative functions of the agency
- Implement the approved SCAG Strategic Plan
- Work with stakeholders and increase public awareness of need to implement the approved 2012-2035 RTP/SCS
- Implement the SCAG Regional Council Priorities for 2014-2015
- Work with stakeholders to implement the SCAG approved state and federal legislative priorities for 2014
- Successfully adopt the FY 2015 Federal Transportation Improvement Program (FTIP)
- Continue Process for Developing the 2016 RTP/SCS
- Hold workshops and Summits as needed to implement the above approved Work Plan
- Effectively manage the affairs and staff of SCAG and address all unexpected issues that arise in the course of the fiscal year

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DATE: April 3, 2014

TO: Executive / Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, panas@scag.ca.gov, 213-236-1817

SUBJECT: Amendment 4 of the Fiscal Year (FY) 2013-14 Overall Work Program (OWP)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Adopt Resolution No. 14-558-1 approving Amendment 4 to the FY 2013-14 OWP and authorizing the Executive Director, or his designee, to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).

EXECUTIVE SUMMARY:

Staff seeks the Regional Council's adoption of Resolution No. 14-558-1 related to the Amendment 4 of SCAG's OWP for Fiscal Year 2013-14. Amendment 4 will decrease the overall budget by approximately \$740,000 from \$42.8 million to \$42.1 million. The change in Amendment 4 results from a 9% reduction in SCAG's Federal Transit Administration (FTA) 5303 Program funding allocation for FY 2013-14.

STRATEGIC PLAN:

This item support SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

BACKGROUND:

On February 20, 2014 and March 11, 2014 respectively, Caltrans Headquarters (HQ) informed all Metropolitan Planning Organizations in California of the release of federal FY 2013-14 final appropriations of the Federal Highway Administration (FHWA) Metropolitan (PL) and the Federal Transportation Administration Section 5303 Metropolitan Planning funds, which collectively are referred to as Consolidated Planning Grant (CPG) funding. SCAG's FY 2013-14 final allocation for FHWA (PL) increased by \$41,130 and its FTA 5303 allocation decreased by \$781,312. The net loss of CPG funding totaled \$740,182. Amendment 4 reductions are summarized below:

REPORT

Project No.	Project Name	Category	CPG Fund Cut
055-0704.02	Region-Wide Data Coordination	Res Mats/Sub	50,000
015-0159.01	RTP Financial Planning	Consultant	110,663
055-0133.06	University Partnerships	Consultant	88,530
070-0130.10	Model Enhancement and Maintenance	Prof Svcs	30,000
070-0565.02	Model Validation for 2016 RTP/SCS	Other Mtg Exp	15,000
070-0565.02	Model Validation for 2016 RTP/SCS	Consultant	30,986
130-0162.09	Urban Goods Movement (Warehousing/Transloading)	Consultant	66,398
130-0162.10	East-West Freight Corridor/I-15 Phase II	Consultant	88,530
130-0162.11	SCAG Goods Movement Border Crossing Study – Phase II	Consultant	66,398
140-3096.01	Orange County to LAX Connectivity Study	Consultant	177,060
230-0174.05	Regional Aviation Demand Forecast & Airport Gound Access Element	Consultant	16,619
			740,182

It should be noted that the reductions in CPG funding resulted in associated Transportation Development Act (TDA) match funding and in-kind match reductions.

FISCAL IMPACT:

The work that is affected by the proposed reductions in Amendment 4 will be deferred and delayed until SCAG staff evaluates any potential funding carryover from FY 2013-2014 which typically occurs in the October timeframe and whereby SCAG staff reprioritizes its work or receives additional CPG funding.

ATTACHMENT:

Resolution No. 14-558-1



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Transportation

Keith Millhouse, Ventura County
Transportation Commission

RESOLUTION NO. 14-558-1

A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) APPROVING AMENDMENT 4 TO THE FISCAL YEAR (FY) 2013-14 OVERALL WORK PROGRAM (OWP)

WHEREAS, the Southern California Association of Governments (“SCAG”) is the Metropolitan Planning Organization, pursuant to 23.U.S.C. 134 et seq. and 49 U.S.C. 5303 et seq. for six (6) counties: Los Angeles, Orange, San Bernardino, Riverside, Ventura and Imperial; and

WHEREAS, in conjunction with the Overall Work Program Agreement and Master Fund Transfer Agreement, the Overall Work Program (OWP) constitutes the annual funding contract between the State of California Department of Transportation (Caltrans) and SCAG for Consolidated Planning Grant (CPG) funding; and

WHEREAS, the OWP is the basis for SCAG’s annual activities and budget; and

WHEREAS, SCAG’s Regional Council approved the OWP for Fiscal Year (FY) 2013-14 in May 2013, which was subsequently approved by Caltrans in June 2013; and

WHEREAS, in September 2013, the OWP for FY 2013-14 was amended in the form of Administrative Amendment 1 to make corrections, adjust the Caltrans Transportation Grant (Section 5304 Program) balances, add three FY 2012-13 carryover projects and add funding received through a new Federal Highway Administration (FHWA) Strategic Highway Research Program grant; and

WHEREAS, in November 2013, the OWP for FY 2013-14 was amended in the form of Formal Amendment 2 to increase funds to existing projects, add four (4) new projects, and adjust carryover estimates for continued projects from FY 2012-13; and

WHEREAS, in January 2014, the OWP for FY 2013-14 was amended in the form of Administrative Amendment 3 to add eight (8) new Caltrans Transportation Planning (Section 5304 Program) grant awards; and

WHEREAS, in February and March 2014, Caltrans informed SCAG of the release of federal FY 2013-14 final appropriations of the Federal Highway Administration (FHWA) Metropolitan (PL) and the Federal Transportation Administration (FTA) Section 5303 Metropolitan Planning funds, collectively referred to as CPG funding. SCAG’s FY 2013-14 final allocations for FHWA PL increased by \$41,130 and FTA’s 5303 allocation decreased by \$781,312. The net loss of CPG funding for FY 2013-14 totaled \$740,182; and

WHEREAS, SCAG has prepared an Amendment 4 to the OWP for FY 2013-14 to reduce the budget by the net loss of funding; and

WHEREAS, Amendment 4 to the OWP for FY 2013-14, along with its corresponding staff report, has been reviewed and discussed by SCAG's Executive/Administrative Committee and Regional Council.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments that SCAG does hereby approve and adopt Amendment 4 to the OWP for FY 2013-14.

BE IT FURTHER RESOLVED:

1. The Regional Council hereby authorizes submittal of Amendment 4 to the FY 2013-14 OWP to the participating State and Federal agencies.
2. SCAG pledges to pay or secure in cash or services, or both, the matching funds necessary for financial assistance.
3. That SCAG's Executive Director, or in his absence, the Chief Financial Officer, is hereby designated and authorized to submit Amendment 4 to the FY 2013-14, and to execute all related agreements and other documents on behalf of the Regional Council.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at its regular meeting on the 3rd day of April, 2014.

Greg Pettis
President, SCAG
Councilmember, Cathedral City

Attested by:

Hasan Ikhata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel

DATE: April 3, 2014

TO: Executive Administrative Committee (EAC)
Regional Council (RC)
Transportation Committee (TC)

FROM: Hasan Ikhata, Executive Director, 213-236-1944, ikhata@scag.ca.gov

SUBJECT: Approval of Regional Project Selection Process for the 2014 California Active Transportation Program

RECOMMENDED ACTION:

Approve the 2014 Active Transportation Program: Regional Project Selection Process, which outlines the roles, responsibilities and process for selecting projects to receive funding from the region's dedicated share of the 2014 California Active Transportation Program (ATP).

EXECUTIVE SUMMARY:

SCAG is required by federal and state law to recommend to the California Transportation Commission (CTC) a regional program of projects to be funded through the ATP. The regional program must meet the requirements of the California Active Transportation Program Guidelines, which describe the policy standards, criteria, and procedures for implementing Senate Bill 99, Assembly Bill 101 and the federal MAP 21 Transportation Alternatives program (TAP). Over the last several months, SCAG staff has worked with staff from the county transportation commissions, the California Transportation Commission, and Caltrans to reach agreement on a competitive project selection process for the 2014 ATP regional program. Upon approval by Regional Council, the Regional Project Selection Process will be submitted to the California Transportation Commission for review and approval during their June 25, 2014 meeting.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan; Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

The ATP was created by Senate Bill 99 (Chapter 359, Statutes 2013) and Assembly Bill 101 (Chapter 354, Statutes 2013) to encourage increased use of active modes of transportation, such as biking and walking, as well as to ensure compliance with MAP-21. The ATP will award approximately \$124.2 million statewide per year for active transportation projects. The first three years of funding, approximately \$360 million statewide, will be awarded in the 2014 Call for Projects, which will be issued by Caltrans between March 21 and May 21, 2014. The State will recommend funding awards for 60% of the total program funds; MPOs will recommend regional programs of projects to be funded with their population-based share of the remaining 40%.

The following proposed process is in accordance with the adopted CTC ATP Guidelines at their March 20, 2014 meeting. The process is consistent with Federal Map 21 TAP funding guidelines.

The *2014 Active Transportation Program: Regional Project Selection Process* (Attachment 1) outlines a process for selecting projects to receive funding from the SCAG region's share, approximately \$76 million, of the MPOs allocation. Key elements of this Process are outlined below.

Regional Program Project Selection

- Projects selected for the regional program must be submitted as part of a Consolidated (Statewide + Regional) Call for Projects conducted by Caltrans between March 21 and May 21, 2014.
- Preliminary scoring will be completed through the Consolidated Call for Projects managed by Caltrans.
- Projects not selected for the statewide program will be considered for funding in the regional program.
- Each county will have the ability to modify preliminary scores by adding up to 10 points to projects that are consistent with local and regional plans within each county, as adopted by the respective county transportation commission.
- Geographic equity will be achieved by establishing a preliminary recommended funding list that dedicates no less than 95% of the total regional funds to Implementation Projects proportionate to the population of each county. Implementation Projects may include capital projects as well as non-infrastructure projects, such as Safe Routes to School programs and other educational and enforcement activities.
- Up to 5% will be reserved at the regional level for Planning Projects, which may include the development of active transportation plans in disadvantaged communities or non-infrastructure projects. The intent of this reserve to ensure a broad spectrum of projects is funded per the goals of SB 99, while also allowing but not exceeding the requirement that no more than 5% of the regional program be spent on planning.
- SCAG retains the authority to modify the preliminary recommended project list in order to ensure 25% of the total regional program is dedicated to projects benefitting disadvantaged communities, as required by state law.
- The final recommended project list will be reviewed by the CEOs of the county transportation commissions, Caltrans and CTC staff to make any final adjustments and achieve consensus prior to submitting the Regional Program of Projects to SCAG's Regional Council as well as each respective County's Board for approval prior to submission to the CTC.

The above recommended process reflects numerous ATP state and regional workshops and collaboration with the CTCs.

REPORT

Upon approval by the Regional Council and thereafter by the State CTC of the Regional Project Selection Process, SCAG staff will continue its collaboration with the county transportation commissions to implement the regional project selection process. SCAG staff will provide monthly updates to the Transportation Committee on the regional program, and return to the Regional Council with a recommended program of projects for the 2014 ATP regional program in September 2014.

FISCAL IMPACT:

Funding for SCAG staff's work on the matter is included in OWP FY 2013-14 050-0169A.01.

ATTACHMENTS:

- 1) 2014 Active Transportation Program: SCAG Regional Project Selection Process
- 2) PowerPoint Presentation: Regional Project Selection Process: 2014 Active Transportation Program (ATP)

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2014 Active Transportation Program: Southern California Association of Governments Regional Project Selection Process

The intent of this document is to successfully implement the active transportation related programs and funding components of the Moving Ahead for Progress in the 21st Century Act (MAP-21) and California Senate Bill 99 (SB 99). The following Regional Project Selection Process (Process) outlines the roles, responsibilities and processes for selecting projects to receive funding from the SCAG region's dedicated share of the 2014 California Active Transportation Program (ATP). The SCAG region's annual share is approximately \$25 million, which includes 100% of SCAG's federal Transportation Alternative Program apportionments (approximately \$14 million) plus approximately \$11 million/year from other federal and state funding programs that were consolidated by SB 99 into the ATP. This Process only relates to the 2014 California Active Transportation Program, which includes three years of funding in Fiscal Year (FY) 2013/14, FY 2014/15, and FY 2015/16. The Process may be revisited and modified for future rounds of funding.

Background

- The goals of the ATP program are to:
 - Increase the proportion of trips accomplished by biking and walking.
 - Increase the safety and mobility of non-motorized users.
 - Advance the active transportation efforts of regional agencies to achieve greenhouse gas reductions goals as established pursuant to SB 375.
 - Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding.
 - Ensure that disadvantaged communities fully share in the benefits of the program.
 - Provide a broad spectrum of projects to benefit many types of active transportation users.
- The Active Transportation Program Guidelines (Guidelines) describe the policy, standards, criteria and procedures for the development, adoption and management of the Active Transportation Program.
- Per the requirements of SB 99 and Map-21, 40% of the funds for the ATP program must be distributed by Metropolitan Planning Organizations (MPO) in urban areas with populations greater than 200,000, with funds distributed to each MPO based on total MPO population.
- The funds distributed by the MPOs must be programmed and allocated to projects selected through a competitive process in accordance with the ATP Guidelines.
- Per SB 99 and the Guidelines, the following requirements apply specifically to SCAG:
 - SCAG must consult with the county transportation commission, the California Transportation Commission (CTC), and the State Department of Transportation (Caltrans) in the development of the competitive project selection criteria. The criteria should include consideration of geographic equity, consistent with program objectives;
 - SCAG must place priority on projects that are consistent with plans adopted by local and regional governments within the county where the project is located; and

- SCAG must obtain concurrence from the county transportation commissions.
- A MPO choosing to use the same project selection criteria and weighting, minimum project size, match requirement, and definition of disadvantaged communities as used by the CTC for the statewide competition may defer its project selection to the CTC.
- 25% of the regional funds must benefit disadvantaged communities.
- A large MPO may make up to 5% of its funding available for active transportation plans in disadvantaged communities.
- Non-infrastructure projects are eligible for funding; however, there is not a specific set-aside or cap for this purpose. Non-infrastructure funding is available for start-up or pilot projects that support education, encouragement, and enforcement activities—not ongoing efforts.

Regional Project Selection

In order to expedite the administrative approval process and accelerate project implementation, SCAG intends to defer project selection to Caltrans and forgo its option to issue a supplemental regional call for projects. This means that the projects will be scored and ranked by Caltrans. An evaluation committee will not be required at the county or regional level within the SCAG region to separately score projects.

- Once projects have been scored and ranked by Caltrans for the regional program, SCAG and the county transportation commissions will review and, if necessary, recommend modifications to the regional program to ensure specific statutory requirements can be met in a manner that is consistent with the intent of the law and program guidelines. Regional Funding Categories
 - Two funding categories will be established for the regional program to support the review and refinement of the regional program by SCAG and the County Transportation Commissions. These categories will include: 1) Planning Projects and 2) Implementation Projects. *Planning Projects* may include the development of active transportation plans in disadvantaged communities as well as the implementation of non-infrastructure projects (e.g., education or traffic enforcement activities). *Implementation Projects* may include the planning, design, and construction of facilities and/or non-infrastructure projects (e.g., education or traffic enforcement activities).
 - No less than 95% of the total regional funds will be dedicated to funding Implementation Projects.
 - Up to 5% of the total regional funds will be dedicated to funding Planning Projects, consistent with the intent of the ATP to fund a broad spectrum of projects *and* to ensure that disadvantaged communities have resources to develop ATP plans, which will be an eligibility requirement for future funding cycles. Non-infrastructure projects may also be funded under this category. If the total request in the Planning Projects Category is less than 5% of the total regional funds, or if applications in this category fail to meet minimum requirements, then the remaining funds will be allocated to Implementation Projects.

- County Transportation Commission’s Role in Project Selection
 - Prior to scoring by Caltrans, SCAG will provide each county with a list of **Implementation Project** applications submitted within each county.
 - The county transportation commissions will review the Implementation Project lists and determine which projects “are consistent with plans adopted by local and regional governments within the county” per the requirements of SB 99. If a project is consistent, the county will assign up to 10 points to each project. “Plan” shall be defined by each county transportation commission.
 - If a county transportation commission assigns additional points (up to 10, as noted above) to a project for which they are the lead applicant, an explanation must be provided to SCAG on how the scoring process resulted in an unbiased evaluation of projects.
 - The Board of each respective county transportation commission will approve the scoring methodology/guidelines and point assignments, and submit the scores to SCAG for inclusion in the final ranking of regional projects.
 - The Board of each respective county transportation commission will adopt the final recommended project list as further described in the Recommended Regional Program of Projects section below.

- SCAG’s Role in Project Selection
 - Implementation Projects Category
 - Following the release of the preliminary scores by Caltrans, SCAG will develop for each county a ranked Implementation Project list reflecting the base score awarded by Caltrans plus any additional point assignments (up to 10 pts as noted above) made by the respective county transportation commission.
 - The ranked list will include a preliminary funding mark, established by the county’s population-based share of no less than 95% of the total regional funds. The projects from each county above the preliminary funding mark will constitute the preliminary regional project list.
 - SCAG will analyze the preliminary regional project list and calculate the total amount of funding to be awarded to disadvantaged communities for **Implementation Projects** across all of the counties.
 - If the total is more than 25%, SCAG will consider the preliminary regional project list as final and include it in the regional program.
 - If the total is less than 25%, SCAG will modify the preliminary regional project list to ensure the 25% mark is achieved, as follows:

- Across all counties, the highest scored disadvantaged communities' project that is below the funding mark will be added to the regional project list. This project will displace the lowest scoring project that is above the funding mark and does not benefit a disadvantaged community, regardless of the county.
 - This process will be repeated until the 25% target is met.
 - This process may lead to an outcome where a county receives less than its population-based share of the funding, but is necessary to ensure the disadvantaged communities' requirements for the regional program are met.
 - As noted in Recommended Regional Program of Projects section below, the CEOs, Caltrans and CTC will have the opportunity to make any final adjustments to the preliminary regional project list to address any inequities that may result from this process.
- Planning Projects Category
 - SCAG will create a ranked list of **Planning Projects** reflecting Caltrans' selection process and scores, and delineating those projects that are above and below the funding mark.
 - SCAG will quantify the percentage of funding dedicated to disadvantaged communities within the Planning Category and determine the amount of funding that needs to be dedicated to disadvantaged communities to ensure requirements are met.
 - SCAG will defer to the ranking of Caltrans in the selection of the planning and non-infrastructure projects, except as follows:
 - SCAG may recommend projects be moved up on the list to meet disadvantaged communities requirements.
 - SCAG may recommend projects be moved up on the list to ensure there is geographic equity in projects recommended for funding in the Planning Projects Category.
- Recommended Regional Program of Projects
 - SCAG will combine the projects selected from the Planning and Implementation Projects Categories to create a preliminary Regional Program of Projects (Program).

- If there are any duplicates in the Program resulting from the selection by both SCAG and a county of a non-infrastructure project, then SCAG will select an alternative project from the Planning Projects Category.
- The final recommended Regional Program of Projects will be reviewed by the CEOs of the county commissions, Caltrans and CTC staff to make any final adjustments and achieve consensus prior to submitting the Program to SCAG's Regional Council and the Boards of the county transportation commissions for approval and submission to the CTC.

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Regional Project Selection Process: 2014 Active Transportation Program (ATP)

Sarah Jepson
Manager, Active Transportation & Special Programs
SCAG

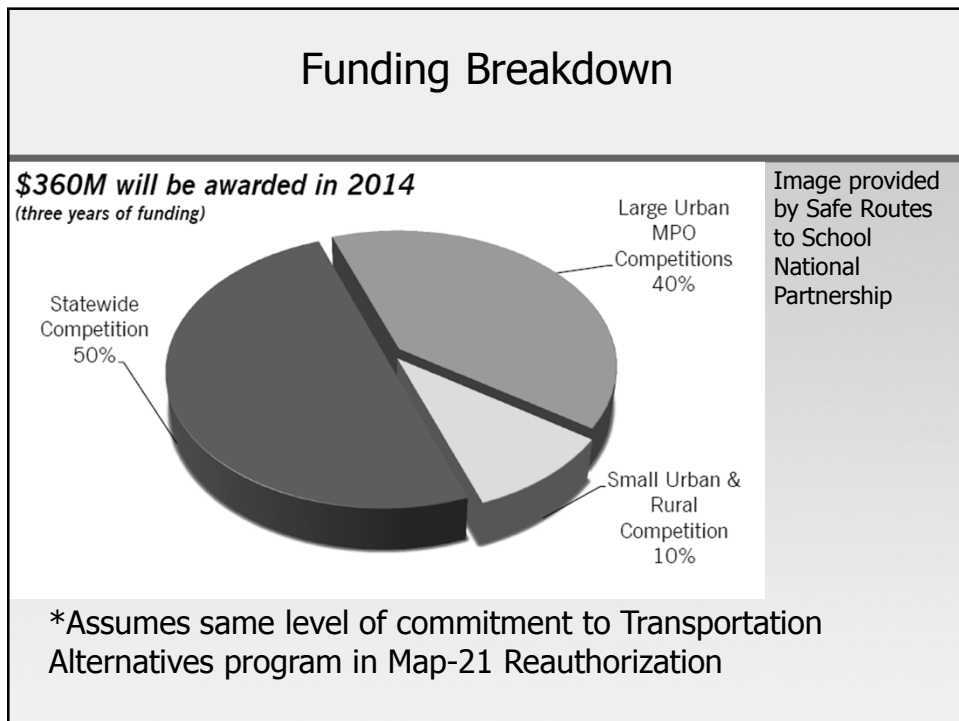
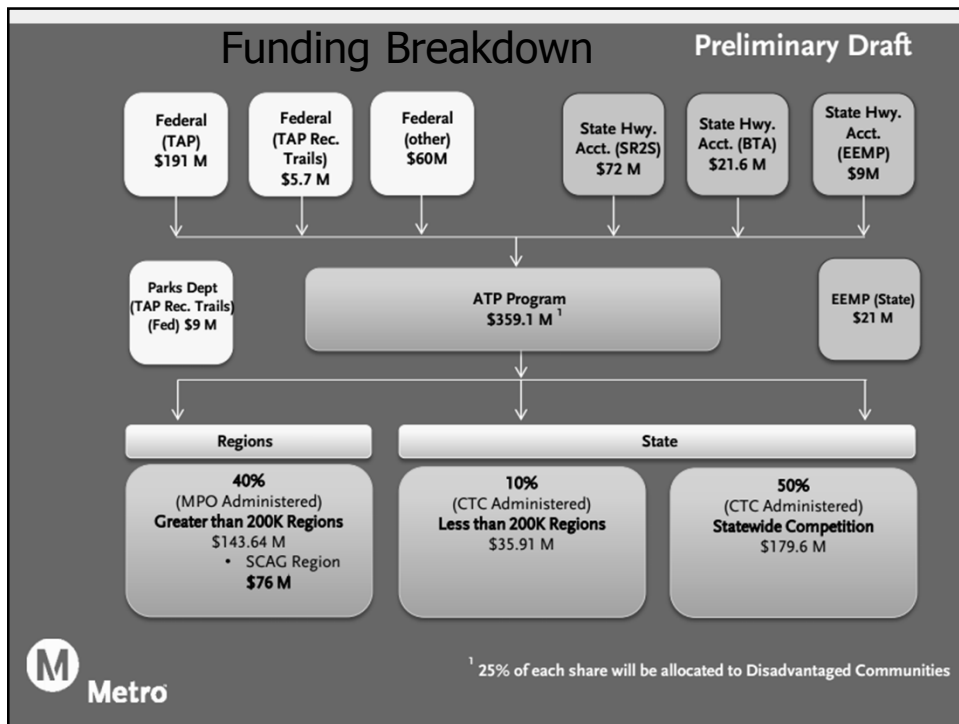


March 4th, 2014

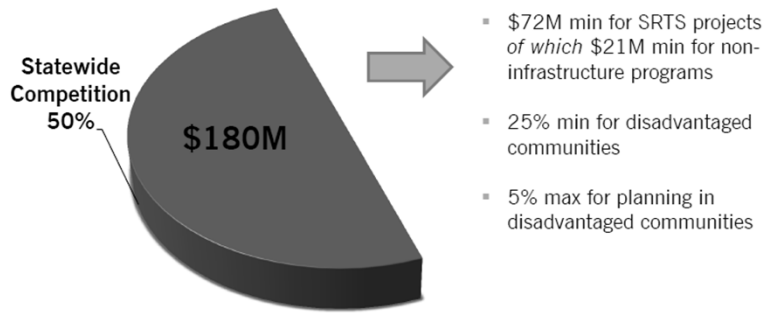


Active Transportation Program (ATP)

- New statewide program to promote walking and biking
- Created by Senate Bill 99 and Assembly Bill 101
- Consolidates funding from existing federal and state programs
- Program guidelines developed by California Transportation Commission (CTC), adopted March 20.



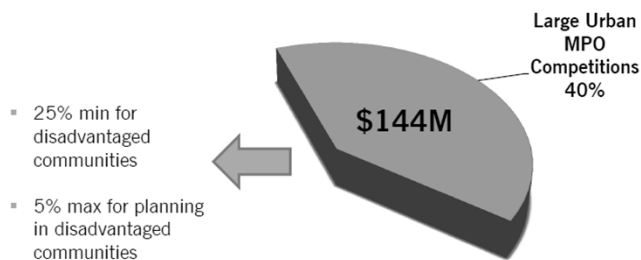
Statewide Competition



**All communities eligible to apply in Statewide Competition*

Image provided by
Safe Routes to
School National
Partnership

Regional Competitions



**Communities in urban regions with populations greater than 200,000 eligible for Large MPO Competitions*

Image provided by
Safe Routes to
School National
Partnership

SCAG Regional Competition = ~\$76 M

**Assumes same level of commitment to Transportation Alternatives program in Map-21 Reauthorization*

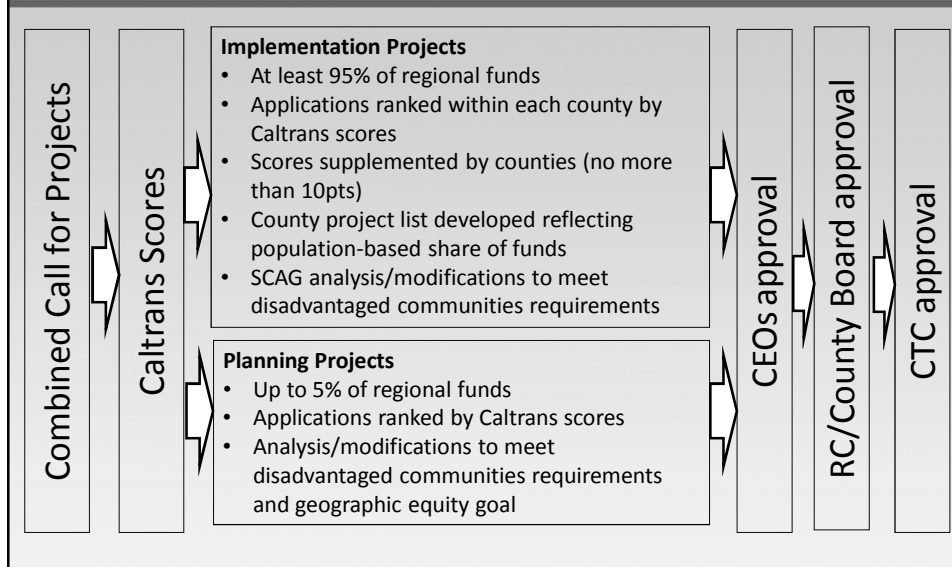
SCAG Regional Competition

- SCAG requirements:
 - Oversee a competitive project selection process, consistent with state guidelines and approved by CTC
 - Consult with county transportation commissions, CTC and Caltrans on competitive selection criteria
 - Obtain concurrence from county transportation commissions
 - Recommend regional program of projects to CTC

SCAG Regional Competition

- Program requirements
 - Consider projects not funded through statewide competition
 - Ensure at least 25% funds benefit disadvantaged communities
 - Consider geographic equity
 - Prioritize projects that consistent with local and regional plans
 - Fund a broad spectrum of projects
 - Recommend no more than 5% funds for planning

Proposed Regional Project Selection Process



Geographic Equity

- For **Implementation Projects**, funding target established for each county based on population.
 - Imperial= \$698K
 - Los Angeles=\$39,271K
 - Orange=\$12,039K
 - Riverside=\$8,757K
 - San Bernardino=\$8,140K
 - Ventura=\$3,292K
- For **Planning Projects**, SCAG aims to fund plans across region. (Planning total <\$3,800)

Prioritizing Projects in Plans

- County transportation commissions review Implementation Projects; determine which “are consistent with plans adopted by local and regional governments” per SB 99.
- If consistent, county transportation commission assigns up to 10 points to each project.
- The Board of each county transportation commission approves the scoring methodology/guidelines and point assignments; submits to SCAG.

Disadvantaged Communities

- SCAG analyzes preliminary regional project list.
- If total \$ benefitting disadvantaged communities >25%, no modifications required.
- If total <25%, SCAG modifies as follows:
 - Across all counties, highest scored disadvantaged communities’ project that is below the funding mark will be added to the regional project list.
 - This project displaces lowest scoring project that is above the funding mark and does not benefit a disadvantaged community, regardless of the county.
 - Process repeated to achieve 25% requirement.

Key Dates

- **March 21-May 21**—Combined (State+Regional) Call for Projects
- **April-June**—County Boards approve criteria for supplementing scores and make point assignments
- **June 25**—CTC approves SCAG regional project selection process
- **August 20**—CTC adopts statewide portions of the program
- **September 4**—SCAG Regional Council approves regional program
- **September**—County Boards approve regional program
- **November**—CTC adopts regional program projects

SCAG Contacts

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SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MARCH 6, 2014

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE. A RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Executive/Administration Committee (EAC) held its March 6, 2014 meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Greg Pettis, Chair, Cathedral City, District 2, at 9:07 a.m. There was a quorum.

Members Present

Hon. Greg Pettis, Cathedral City, President	District 2
Hon. Carl Morehouse, 1st Vice-President	District 47
Hon. Cheryl Viegas-Walker, El Centro, 2nd Vice-President	District 1
Hon. Glen Becerra, Simi Valley, Imm. Past President	District 46
Margaret Finlay, Duarte	District 35
Hon. Bill Jahn, Big Bear Lake	District 11
Hon. James Johnson, Long Beach	District 30
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies
Hon. Andrew Masiel, Sr.	Pechanga Band of Luiseno Indians
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Kris Murray, Anaheim	District 19
Hon. Michele Martinez, Santa Ana	District 16
Hon. Pam O'Connor, Santa Monica	District 41
Hon. Deborah Robertson, Rialto	District 8
Hon. Alan Wapner, Ontario	SANBAG

Members Not Present

Hon. Lisa Bartlett, Dana Point	TCA Hon.
Hon. Tom LaBonge, Los Angeles	District 51
Hon. Gary Ovitt	San Bernardino County

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Greg Pettis, Chair, called the meeting to order at 9:07 a.m. Hon. Cheryl Viegas-Walker led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There were no public comments.

REVIEW AND PRIORITIZE AGENDA ITEMS

Chair Greg Pettis noted that staff has requested that Agenda Item No. 8 (Contracts \$200,000 or Greater: Contract No. 14-013-C1), be continued to next month's meeting and therefore, he announced that this agenda item will not be discussed today.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, provided highlights of the Executive Director's report which was previously distributed.

Mr. Ikhata announced that he along with several Regional Council members met this morning with High Speed Rail Authority (HSR) Chairman, Dan Richard. An overview and update of the Draft 2014 Business Plan will be presented at the April 3, 2014 meetings of the Transportation Committee (TC) and Regional Council (RC).

Mr. Ikhata announced the "Call for Nominations: SCAG Sustainability Awards" which recognizes sustainability projects from member cities and agencies that demonstrate excellence in integrated land use, transportation and environmental planning. Awards will be presented as part of SCAG's Regional Conference & General Assembly, May 1-2, 2014. Additional details, including the nomination packet and the application deadline is posted on SCAG's website.

Mr. Ikhata provided an update of the March 4, 2014 special Toolbox Tuesday workshop which focused on the new Active Transportation program setup under SB-99. He noted that nearly 200 participants registered for the workshop, and approximately \$125 million in grants will be awarded each year for active transportation projects. Mr. Ikhata clarified that Toolbox Tuesday training is available and free to all member cities, stakeholders, academics and students.

Mr. Ikhata provided an update of the Strategic Growth Council (SGC) Grant Application status. He noted that SCAG's proposal included six (6) sustainability projects which focused on key strategies in the 2012 RTP/SCS. The SGC is scheduled to make the grant award decisions at its meeting on June 3, 2014.

Mr. Ikhata commented on the SANDAG litigation and reported that the Court of Appeal denied SCAG and five (5) other applications to file an amicus brief on February 21. The Court did not give an explanation for the rejection. SCAG staff will continue to apprise the EAC of developments in the litigation.

PRESIDENT'S REPORT

Hon. Greg Pettis commented on the upcoming key events listed in the President's Monthly Report which was previously distributed to the EAC. He asked the Committee to let staff know of their interest in the upcoming events. In addition, Hon. Pettis announced that SCAG staff will be pilot-testing the new E-Voting system at the next RC meeting.

ACTION/DISCUSSION ITEMS

1. Approval of the Fiscal Year (FY) 2-14-15 Comprehensive Budget

Hasan Ikhata, Executive Director, requested EAC to recommend to the Regional Council approval of the release of the FY 2014-15 Draft Comprehensive Budget (budget) which will also initiate the 30-day public comment period. He further noted that the proposed work program outlined in SCAG's Overall Work Program (OWP) will continue to move the mandated priorities and strategic initiatives forward.

Staff responded to comments and questions expressed by the Councilmembers. In addition, Hon. Cheryl Viegas-Walker requested staff modify the Comprehensive Line Item Budget columns going forward to include percentage increases from the prior year.

An outline of the FY 2014-15 Draft Budget was included in the agenda packet.

A MOTION was made (Jahn) and SECONDED (Becerra) to approve the release of the FY 2014-15 Draft Comprehensive Budget; and initiate the 30-day public comment period; and transmit the General Fund Budget and Membership Assessment to the General Assembly. The motion was passed by the following vote:

AYES:	Pettis, Becerra, Finlay, Jahn, Johnson, Masiel, Millhouse, Martinez, Morehouse, Murray, O'Connor, Robertson, Viegas-Walker, Wapner
NOES:	None
ABSTAIN:	None

2. Sustainability Joint Work Program with Imperial County Transportation Commission (ICTC)

There were no additional discussions or comments made on this item.

A MOTION was made (O'Connor) and SECONDED (Morehouse) to adopt a Joint Work Program with Imperial County Transportation Commission. The motion was passed by the following vote:

AYES:	Pettis, Becerra, Finlay, Jahn, Johnson, Masiel, Millhouse, Martinez, Morehouse, Murray, O'Connor, Robertson, Viegas-Walker, Wapner
NOES:	None
ABSTAIN:	None

3. Designation of Representatives to Assist with Negotiation of Executive Director's Employment Agreement

Joseph Silvey, General Counsel, requested EAC to Designate the President; First Vice-President; and General Counsel as representatives of EAC to assist with possible changes to the Employment Agreement of the Executive Director.

A MOTION was made (Wapner) and SECONDED (Johnson) to approve the Designation of Representatives to Assist with Negotiation of Executive Director's Employment Agreement. The motion was passed by the following vote:

AYES: Pettis, Becerra, Finlay, Jahn, Johnson, Masiel, Millhouse, Martinez, Morehouse, Murray, O'Connor, Robertson, Viegas-Walker, Wapner
NOES: None
ABSTAIN: None

CONSENT CALENDAR

Approval Items

Executive Director Hasan Ikhata, stated that item 8 (Contracts \$200,000 or Greater: Contract No. 14-013-C, Regional Aviation Demand Forecast and Airport Ground Access Analysis and Aviation Economic Impact Analysis), has been removed from the Consent Calendar.

4. Minutes of the February 6, 2014 Meeting
5. SCAG Annual Memberships
6. H.R. 3978 (Sires): The New Opportunities for Bicycle and Pedestrian Infrastructure Financing Act of 2014 – SUPPORT
7. SB 511 (Lieu): Trade Promotion of California Ports - SUPPORT
8. Contracts \$200,000 or Greater: Contract No. 14-013-C, Regional Aviation Demand Forecast and Airport Ground Access Analysis and Aviation Economic Impact Analysis

Receive & File

9. SCAG Sustainability Planning Grants Program – Monthly Update
10. Purchase Orders \$4,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000
11. March 2014 State and Federal Legislative Update

A MOTION was made (Jahn) and SECONDED (Finlay) to approve the Consent Calendar, Items 1-7 and 9-11. The motion was passed by the following vote:

AYES: Pettis, Becerra, Finlay, Jahn, Johnson, Masiel, Millhouse, Martinez,
Morehouse, Murray, O'Connor, Robertson, Viegas-Walker, Wapner
NOES: None
ABSTAIN: None

CFO MONTHLY FINANCIAL REPORT

Basil Panas, CFO, provided highlights of the CFO Monthly Financial Report.

There were no additional discussions or comments made on this item.

FUTURE AGENDA ITEM

There were no future agenda items requested.

ANNOUNCEMENTS

Hon. Greg Pettis, Chair, announced that details of the SCAG Board Officer's tour of Barstow, Needles and Blythe will be presented at the beginning of the Joint Meeting of the RC and Policy Committees later today, along with a presentation to Hasan Ikhrata, Executive Director, by Ed Paget, Mayor of Needles.

CLOSED SESSION ITEMS

Public Employee Performance Evaluation – Government Code Section 54957(b)
Title: Executive Director

Conference with Labor Negotiators – Government Code Section 54957.6
Agency Designated Representative(s): Pettis, Morehouse and Silvey
Unrepresented Employee: Executive Director

Mr. Joe Silvey, General Counsel, announced that the EAC would proceed into Closed Session pursuant to Government Code's Section 54957(b), and 54957.6. At the conclusion of the Closed Session, Mr. Silvey reported that staff and the Agency Designated Labor Negotiators received direction regarding the evaluation process. There was no further action to report.

ADJOURNMENT

The meeting adjourned at 10:10 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, April 3, 2014 at the SCAG Los Angeles office.

Approved by: TO BE APPROVED



Lillian Harris-Neal, CMC
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Clerk of the Board

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

Member (including Ex-Officio) LastName, FirstName	Representing	X = County Represented											
		IC	LA	OC	RC	SB	VC	JAN	FEB	MAR	APR	MAY	JUNE
Pettis, Gregory, Chair	Cathedral City				X			X	X	X			
Bartlett, Lisa	Dana Point			X				X	X				
Becerra, Glen, Imm. Past President	Simi Valley						X	X	X	X			
Finlay, Margaret	Duarte		X						X	X			
Jahn, Bill	Big Bear Lake					X		X	X	X			
Johnson, James	Long Beach		X					X	X	X			
LaBonge, Tom	Los Angeles		X										
Lewis, Randall, Ex Officio	Lewis Op. Corp.					X		X	X	X			
Masiel, Andrew, Sr.	Pechanga Band of Luiseno Indians				X			X		X			
Martinez, Michele	Santa Ana			X				X	X	X			
Millhouse, Keith	VCTC						X		X	X			
Morehouse, Carl, 1st VP	San Buenaventura						X	X	X	X			
Murray, Kris	Anaheim			X				X	X	X			
O'Connor, Pam	Santa Monica		X					X		X			
Ovitt, Gary	San Bernardino County					X			X				
Robertson, Deborah	San Bernardino County					X			X	X			
Walker-Viegas, Cheryl, 2nd VP	El Centro	X						X	X	X			
Wapner, Alan	Ontario					X		X	X	X			
	Totals	1	4	3	2	5	3						

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-021-C1, Information Technology Technical Project Resources

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTIONS:

1) Approve Contracts to be referenced as 14-021-C1, C2, C3, sequentially as needed, with various vendors, in an amount not-to-exceed \$940,000, to provide project-based technical resources; and 2) Staff also requests to exceed the \$200,000 contract limit per procurement procedures (explained below) for each individual contract for IT resources, when an individual resource is retained for multi-year project support for the purpose of maintaining consistency and effectiveness.

EXECUTIVE SUMMARY:

SCAG's Information Technology (IT) Division retains a small core of IT staff and utilizes IT vendors for technical implementations for defined scopes of work. This allows SCAG to use internal staff where they are most needed and provides the flexibility to increase or decrease IT resources to control costs and workloads. Staff desires to use a State of California Master Service Agreement (MSA) that was competitively procured for the specific purpose of allowing local entities to obtain IT resources from qualified, pre-approved vendors. Using the shared MSA reduces the administrative cost of separate SCAG procurements for such resources. The MSA offers a wide range of specialized skills using statewide discounted rates. For the budgeted FY 15 IT work plan, staff requests approval to enter into multiple contracts under this MSA up to a combined maximum of \$940,000.

The Regional Council Policy (RC) Manual, Article VIII, Section 1.1 (updated September 2009, pg. 26), and the SCAG Procurement Manual (dated 02/14/13) Section 3.2 requires the RC to approve contracts that are \$200,000 or greater. However since this MSA has already been competed, and it requires staff to conduct an additional (secondary) competition among at least 3 of the 120 approved MSA vendors, staff is requesting the RC to authorize staff to exceed the \$200,000 contract approve threshold on any individual contract award. This will assist IT staff with meeting agency needs in a timely manner without the requirement to return to the board for each MSA contract approval within this \$940,000 approval request. Project resources will be used during FY 2014-2015 for development and enhancement of planning and administrative systems.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate Advanced Information and Communication Technologies.

REPORT

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Various Vendors (14-021-C1)	The vendors shall provide technical project resources to complete defined scopes of work for the approved FY 15 IT work plan.	\$940,000

FISCAL IMPACT:

Funding is available in the FY 2014-15 budget.

ATTACHMENT:

Consultant Contract No. 14-021-C1

CONSULTANT CONTRACT 14-021-C1

Recommended Consultant:

Various (explained below)

Background & Scope of Work:

SCAG's Information Technology (IT) Division requires project-based technical resources to implement the IT work plan in support of SCAG's mission. For FY 2014-2015 IT project requirements, staff seeks approval to enter into multiple contracts with vendors approved by the State of California for this purpose.

SCAG retains a small core of IT staff for SCAG-specific functions that require knowledge of SCAG internal processes. IT service vendors are utilized to implement technology on a project-by-project basis. Using contracted resources gives SCAG the ability to quickly increase or decrease skilled IT resources. This controls costs and utilizes SCAG's staff where they are most needed and increases SCAG's ability to have more agility in implementing new technologies.

To meet dynamic resource needs, staff desires to use a State of California Master Service Agreement (MSA) that was competitively procured and established for this specific purpose, i.e. to obtain IT resources from qualified, pre-approved vendors. As the IT workload varies from year to year, staff requests the Regional Council's approval on an annual basis. For FY 2014-2015, staff seeks authorization to enter into IT contracts up to a combined maximum of \$940,000. Staff also requests to exceed the \$200,000 contract limit per procurement procedures for each individual contract for IT resources, when an individual resource is retained for multi-year project support for the purpose of maintaining consistency and effectiveness. When an individual resource is retained for multi-year project support for the purpose of maintaining consistency and effectiveness, staff also seeks RC approval to exceed the \$200,000 contract limit per procurement procedures for each individual contract.

The approved FY 2014-2015 IT work plan includes, but is not limited to:

- The Federal Transportation Improvement Program (FTIP) databases used by the County Transportation Commissions (CTCs);
- Geographic Information System (GIS) geodatabases provided to SCAG members and used in analytical work;
- Planning databases, including Inter Governmental Review (IGR), Compass Blueprint, and others;
- Administrative systems, such as electronic voting, Records and Information Management (RIM), agenda management and paperless workflows;
- Websites, external and internal, to provide new and enhanced information to staff, partners and the public;
- Financial system upgrades, in part required by funding sources; and
- Temporary resources as required for technical support for SCAG events or other activities.

Staff seeks approval to enter into these contracts using approved State of California vendors up to the total requested for all scopes of work.

Project's Benefits & Key Deliverables:

Using IT resources on a contract-by-contract basis gives SCAG the flexibility to acquire specialized skills to meet varying demands and workloads. This increases SCAG's effectiveness in deploying new technology, broadens the qualified resource pool, shortens project delivery time, and in many cases, reduces the overall cost of projects. The work of each contracting firm is tied to a specific scope, including agreed deliverables and rates, estimated hours, and schedules.

The State's competitively procured MSA allows SCAG and other local entities to leverage the buying power of the State while avoiding duplication of effort and thereby reducing the cost of procurements. Benefits include the availability of a large number of qualified vendors for a wide range of technical skills, discounted hourly rates, and favorable contract terms.

Strategic Plan:	This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate Advanced Information and Communication Technologies.	
Contract Amount:	Total not-to-exceed	\$940,000
	To be awarded to eligible vendors specified under State of California's MSA 57175 for various scopes of work related to IT projects.	
Contract Period:	July 1, 2014-to-Proceed to June 30, 2015	
Project Number:	810-0120.03, 811-1163.01 through .99, and 045-0142.01 through .99 Funding sources: Consolidated Planning Grant – FHWA and FTA and Indirect	
Basis for Selection:	SCAG's federal procurement guidance (49 CFR Part 18, Section 18.36 [b] [5]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements – MSA's. The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially "piggybacking" on the agreement.) Staff intends to use the State of California's MSA 57175 to procure the required assistance. To gain even greater cost reductions, unlike most MSA, this MSA would require staff to compete each of the projects among at least 3 of the 120 approved vendors on the MSA. This approach will enable staff to obtain the vendor that is the best technical fit for each project.	

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-013-C1, Regional Aviation Demand Forecast and Airport Ground Access Analysis and Aviation Economic Impact Analysis

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract No. 14-013-C1 with AECOM Technical Services, Inc., in an amount not-to-exceed \$449,891, to develop the Aviation Element of the 2016-2040 Regional Transportation Plan and Sustainable Community Strategy (2016 RTP/SCS), for a two-year period.

EXECUTIVE SUMMARY:

The Aviation Element will include an updated forecast for passengers, operations and air cargo at the region's commercial airports in the year 2040. This item was deferred from the March 6, 2014 Executive/Administration Committee and Regional Council agendas to gather additional information. Using the updated forecast, the Consultant shall determine where in the SCAG Region airport users come from. Given this allocation of demand, the Consultant will analyze current planned ground access improvements and identify potential new ground access projects that shall make it easier for passengers to reach the Region's airports.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Provide practical solutions for moving new ideas forward.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
AECOM Technical Services, Inc. (14-013-C1)	The Consultant shall provide consulting services that support the development of the Aviation Element of the 2016-2040 RTP/SCS.	\$449,891

FISCAL IMPACT:

Funding of \$200,000 is available in the FY 2013-14 budget, \$150,000 is available in the FY 2014-15 and the remaining \$99,891 is expected to be available in the FY 2015-16 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 14-013-C1

CONSULTANT CONTRACT 14-013-C1

Recommended Consultant:

AECOM Technical Services, Inc.

Background & Scope of Work:

The Consultant shall provide consulting services that support the development of the Aviation Element of the 2016 - 2040 Regional Transportation Plan/Sustainable Community Strategy (2016 RTP/SCS).

The Aviation Element shall include an updated forecast for passengers, operations and air cargo at the region's commercial airports in the year 2040. Using the updated forecast the Consultant shall determine where in the SCAG Region airport users come from. Given this allocation of demand, the Consultant shall analyze current planned ground access improvements and identify potential new ground access projects that will make it easier for people to reach the Region's airports.

Additionally, the Consultant shall provide technical expertise in support of regional policies towards decentralizing the aviation system that are consistent with policy guidance from the SCAG Regional Council and Transportation Committee.

Project's Benefits & Key Deliverables:

The project's benefits and key deliverables include, but are not limited to:

- A Regional Aviation Demand Forecast for passengers, operations and air cargo for the 2016 RTP/SCS;
- Analysis of planned airport ground access projects and recommendations of potential new projects that support mobility for residents and visitors accessing airports;
- Trip tables that include the number of airport users coming from each SCAG Transportation Analysis Zone. The trip tables are an input to SCAG's Regional Transportation Model;
- A General aviation white paper that analyzes issues facing the over forty general aviation airports in the SCAG region;
- An Economic Impact Analysis of the SCAG Region airports;
- Policy considerations that allow for continued growth in aviation demand through decentralizing the system and utilizing existing airport infrastructure; and
- Policy considerations that allow Southern California's airports to remain economic generators and meet the needs of travelers in the future, while also being good neighbors to nearby residents.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Provide practical solutions for moving new ideas forward.

Contract Amount:

Total not-to-exceed (subject to budget availability)	\$449,891
AECOM (prime consultant)	\$316,869
InterVISTAS (subconsultant)	\$133,022

Note: AECOM originally proposed \$468,220, but staff negotiated the price down to \$449,891 without reducing the scope of work.

Contract Period:

Notice-to-Proceed through June 30, 2016

Project Number: 230-0174B.05 \$398,259
 230-0174E.05 \$51,632
 Funding sources: FTA and TDA

Request-for-Proposal (RFP): SCAG staff notified 3,033 firms of the release of RFP 14-013-C1. Staff also advertised the RFP in the American Association of Airport Executives (AAAE) website, Airports Council International-North America (ACI-NA) website and the in Urban Transportation Monitor, as well as the Planning Institute, and posted it on SCAG's bid management system. A total of 85 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

AECOM (1 subconsultant)	\$468,220
Iteris, Inc. (3 subconsultants)	\$378,732
ND Stat (no subconsultants)	\$579,474
Aviation System Consulting (4 subconsultants)	\$613,563

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) highest ranked offerors.

The PRC consisted of the following individuals:

Diego Alvarez, Director of Modernization, Los Angeles World Airports
 Gary Gosliga, Airport Director, March Inland Port
 Maria Aranguiz, Caltrans District 8
 Ryan N. Hall, Regional Aviation Planning Specialist, SCAG

Basis for Selection: The PRC recommends AECOM Technical Services Inc., for the contract award because the Consultant:

- Illustrated the clearest understanding of the project objectives, addressing key critical issues and the best discussion of the work to be completed;
- Provided the best value, with a team which includes nationally recognized functional experts who have developed similar concepts of operations for major metropolitan areas, including the San Francisco Bay Area Express Lane Network. Other proposers did not include a project manager with the degree of expertise and in depth knowledge of regional issues;
- Proposed the best project management reporting structure which is critical to the project; and
- Demonstrated the most comprehensive understanding of the dynamics of the SCAG region and ability to address the complex issues and dynamic nature of the project.

Although AECOM was not the lowest priced proposer, they best highlighted specific outcomes critical for successful project completion, including establishing a framework for a realistic concept of aviation and ground system access operations.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 7

Approve Contract No. 14-013-C1, in an amount not-to-exceed \$449,891, to develop the Aviation Element of the 2016-2040 Regional Transportation Plan and Sustainable Community Strategy (2016 RTP/SCS).

The consultant teams for the contract include:

Contract 14-013-C1:

AECOM (prime consultant)	\$316,869
InterVISTAS (subconsultant)	\$133,022

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-015-C1, Industrial Warehousing in the SCAG Region

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract Nos. 14-015-C1 with Cambridge Systematics, Inc., in an amount not-to-exceed \$375,000 to analyze, through various data collection measures, the operational parameters and locations of the region's warehouses, distribution centers, and transload facilities serving international, local, and domestic trade markets.

EXECUTIVE SUMMARY:

The Consultant shall analyze the variables impacting the supply and demand of warehouses, distribution centers, and transload facilities in the region. The study will also help to formulate and assess public policies that would facilitate more efficient use of the region's freight transportation system, while mitigating community impacts and maximizing the region's economic potential.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective c: Provide Practical Solutions for Moving New Ideas Forward.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Cambridge Systematics, Inc. (14-015-C1)	The Consultant shall through various data collection measures, the operational parameters and locations of the region's warehouses, distribution centers, and transload facilities serving international, local, and domestic trade markets. The Consultants shall also collect data from nation-wide retailers to analyze global supply chain trends that affect the SCAG region.	\$375,000

FISCAL IMPACT:

Funding of \$75,000 is available in the FY 2013-14 budget, \$150,000 is available in the FY 2014-15 budget and the remaining \$150,000 is expected to be available in the FY 2015-16 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 14-015-C1

CONSULTANT CONTRACTS 14-015-C1

Recommended Consultants:

Cambridge Systematics, Inc.

Background & Scope of Work:

SCAG and its partner agencies have conducted numerous studies on industrial facilities (i.e., warehouses, distribution centers, and transload facilities) and supply chain strategies to better plan and formulate policies for enhancing the regional goods movement system. While findings from these studies have helped to provide a better understanding of the SCAG region's goods movement system, they also highlight the need to further investigate goods movement dependent industrial facilities.

This study will look at the variables impacting the supply and demand of warehouses, distribution centers, and transload facilities in the region. The study will also help to formulate and assess public policies that would facilitate more efficient use of the region's freight transportation system, while mitigating community impacts and maximizing the region's economic potential.

The consultants shall evaluate, through various data collection measures, the operational parameters and locations of the region's warehouses, distribution centers, and transload facilities serving international, local, and domestic trade markets. The consultants shall develop an evaluation framework based on the knowledge garnered through data collection and analysis to assist policy analysis and informed long-term decision-making.

Project's Benefits & Key Deliverables:

The project's benefits and key deliverables include, but are not limited to:

- A technical memorandum identifying variables that directly influence industrial facility locations and spatial organizations for refining the region's goods movement strategies and policies that support the region's global competitiveness. Additionally, data and findings from this project will be used to update the warehouse module of SCAG's Heavy-Duty Truck Model (HDT model), as appropriate;
- A technical memorandum documenting data gaps and needs as well as proposed methodologies for refinement of assumptions, forecasting, and data collection;
- A report documenting supply chain management trends and how supply chain strategies impact logistics business functions and the goods movement landscape in the SCAG region as well as an ability to evaluate scenarios for potential future development patterns and demand based on the analysis;
- Policy evaluation framework/scenario planning tool;
- GIS maps and aerial images; and
- At least one fact sheet that succinctly communicates the study findings that are pertinent to SCAG's long-range transportation planning and land use coordination.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective c: Provide Practical Solutions for Moving New Ideas Forward.

Contract Amount:	Total not-to-exceed	\$375,000
	Cambridge Systematics, Inc. (prime consultant)	\$275,000
	Gill V. Hicks and Associates, Inc. (subconsultant)	\$100,000

Contract Period: Notice-to-Proceed through December 30, 2016

Project Number: 130-SCG00162.09 \$75,000
Funding of \$75,000 is available in the FY 2013-14 budget, \$150,000 is available in the FY 2014-15 budget and the remaining \$150,000 is expected to be available in the FY 2015-16 budget, subject to budget availability.

Funding sources: Consolidated Planning Grant – FTA and TDA

Request-for-Proposal (RFP): SCAG staff notified 1,165 firms of the release of RFP 14-015-C1. SCAG staff also posted it on SCAG's bid management system. A total of 47 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Cambridge Systematics, Inc. (1 subconsultant)	\$375,000
Leachman & Associates LLC (4 subconsultants)	\$274,470
Parsons Brinckerhoff (2 subconsultants)	\$296,269
cmQue (3 subconsultants)	\$450,106

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed all four (4) offerors.

The PRC consisted of the following individuals:

Kerry Cartwright, Director of Goods Movement, Port of Los Angeles
Annie Nam, Manager, Transportation Finance, Goods Movement & Aviation, SCAG
Marco Ruano, Chief, Office of Traffic Engineering, Caltrans – District 7
Akiko Yamagami, Senior Transportation Planner, SCAG

Basis for Selection: The PRC selected Cambridge Systematics for the following reasons:

- Demonstrated the best composition of the study team members who are highly knowledgeable of goods movement and supply chain activities in the SCAG region, including a project manager with years of work experience in global supply chain management who has extensive contacts with private sector players;
- Demonstrated the best understanding of the project objectives and refined project deliverables and tasks based on the consultant's extensive national and regional experience and subject matter expertise which was lacking in the other proposers;
- Demonstrated the most realistic and reasonable technical approach for each task outlined in the scope that provided the PRC members confidence that Cambridge Systematics will be able to produce deliverables that will be most useful for SCAG's long-range transportation planning purpose; and

- Provided the best described technical approach to define goods movement related facilities classification from supply chain functions, then elaborated on the need to disaggregate the classification further based on physical aspects.

The other proposers were deficient in the following areas:

- In-depth understanding of goods movement system in the SCAG region, including market segmentation of goods movement system users, supply chain functions, and regional transportation system and facility location nexus;
- Adequate explanation on data collection methodologies to collect the information outlined in the scope to conduct analyses;
- Discussion on how policy evaluation framework will be developed to assist policy scenario analysis; and
- Discussion on how a value provided by individual team members will coalesce to meet the study's goals.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 8

Approve Contract No. 14-015-C1, in an amount not-to-exceed \$375,000, to provide SCAG professional services to evaluate the operational parameters and locations of the region's warehouses, distribution centers, and transload facilities serving international, local, and domestic trade markets.

The consultant teams for the contract include:

Contract 14-015-C1:

Cambridge Systematics	\$275,000
Gill V. Hicks and Associates, Inc.	\$100,000

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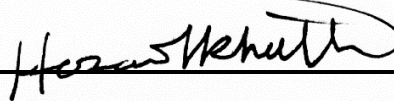
DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-016-C1, Integrated Regional Rail/Land Use Vision and Implementation Strategy for the Metrolink San Bernardino Line

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve Contract No. 14-016-C1, with Gruen Associates Inc., in an amount not-to-exceed \$338,000, to create an integrated regional rail/land use vision and implementation strategy for the San Bernardino Metrolink Line.

EXECUTIVE SUMMARY:

The Consultant shall create an integrated regional rail/land use vision and implementation strategy for the San Bernardino Metrolink Line. The project is a key step in the implementation of the 2012 SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) for San Bernardino County. It will develop practical strategies for transitioning from a traditional commuter rail corridor to a more integrated transit-oriented development (TOD)/regional rail corridor over time. This will foster transit-supportive land use investments in the corridor.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Gruen Associates, Inc. (14-016-C1)	The Consultant shall determine for enhancing the current Metrolink commuter rail service to an improved regional rail system that provides more frequent all-day, bi-directional service.	\$338,000

FISCAL IMPACT:

Funding of \$80,000 is available in the FY 2013-14 budget, \$188,000 is available in the FY 2014-15 and the remaining \$70,000 is expected to be available in the FY 2015-16 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 14-016-C1

CONSULTANT CONTRACT 14-016-C1

Recommended Consultant:

Gruen Associates Inc.

Background & Scope of Work:

This project will create an integrated regional rail/land use vision and implementation strategy for the San Bernardino Metrolink Line. The project is a key step in the implementation of the 2012 SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) for San Bernardino County. It will develop practical strategies for transitioning from a traditional commuter rail corridor to a more integrated transit-oriented development (TOD)/regional rail corridor over time. This will foster transit-supportive land use investments in the corridor. The project will determine what is needed to enhance the current L.A.-focused Metrolink commuter rail service to a point where it can become an improved regional rail system that provides more frequent all-day, bi-directional service.

Project's Benefits & Key Deliverables:

The project's benefits and key deliverables include, but are not limited to:

- Defining an overall vision and implementation strategy for transitioning the San Bernardino Metrolink Line in San Bernardino County to a fully functional, integrated regional rail/TOD corridor. The implementation strategy will address infrastructure needs, land use concepts, financial strategies, redevelopment approaches, community engagement, and outreach to the businesses and the development community;
- Setting the stage for incorporating these implementation initiatives into SANBAG, Metrolink, and local jurisdiction plans, policies, and action plans;
- Identifying how Metrolink capacity and operational improvements might be staged over time to accomplish this vision;
- Determining how to better provide access to destinations along the corridor from Metrolink station areas; and
- Providing a "lessons learned" document that can be applied to other rail corridors and act as a station/corridor template for the region and State, with respect to maximizing TOD opportunities in commuter rail corridors.

Strategic Plan:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

Contract Amount:

Total not-to-exceed **\$338,000**

Gruen Associates (prime consultant)	\$185,699
HR & Associates (subconsultant)	\$106,300
HDR (subconsultant)	\$41,876
Lance Shulte (subconsultant)	\$4,125

Note: Gruen originally proposed \$398,660, but staff negotiated the price down to \$338,000 without reducing the scope of work.

Contract Period:

Notice-to-Proceed through June 30, 2016

Project Number: 145-SCG003249.01 \$338,000
Funding of \$80,000 is available in the FY 2013-14 budget, \$188,000 is available in the FY 2014-15 and the remaining \$70,000 is expected to be available in the FY 2015-16 budget, subject to budget availability.

Funding sources: FTA 5304 and Local

Request-for-Proposal (RFP): SCAG staff notified 1,819 firms of the release of RFP 14-016-C1. Staff also advertised the RFP in the American Planning Association's website and the in Urban Transportation Monitor, as well as the Planning Institute and posted it on SCAG's bid management system. A total of 99 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Gruen Associates (3 subconsultants)	\$398,660
URS (3 subconsultants)	\$369,571
AECOM (1 subconsultant)	\$409,015
IBI Group (4 subconsultants)	\$465,583

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) highest ranked offerors.

The PRC consisted of the following individuals:

Linda Daniels, Assistant City Manager, Rancho Cucamonga
Rebecca Forbes, Transportation Planner, Caltrans District 8
Steve Fox, Sr. Regional Planner, SCAG
Steve Lustro, Director of Community Planning, City of Montclair
Steve Smith, Director of Planning, SANBAG
Tim Byrne, Chief of Planning, SANBAG

Basis for Selection: The PRC recommended Gruen Associates, Inc. for the contract award because the Consultant:

- Demonstrated the best understanding of the project scope and deliverables in terms of their technical approach;
- Demonstrated a strong background and knowledge in San Bernardino County and the Metrolink San Bernardino corridor; and
- Showed excellent knowledge and practice in TOD with 40-years of experience.

The Consultant did not propose the lowest price; however was most responsive to the scope of work where it demonstrated the best value and most relevant level of effort.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 9

Approve Contract No. 14-016-C1, in an amount not-to-exceed \$338,000, to create an integrated regional rail/land use vision and implementation strategy for the San Bernardino Metrolink Line.

The consultant teams for the contract include:

Contract 14-016-C1:

Gruen Associates (prime consultant)	\$185,699
HR & Associates (subconsultant)	\$106,300
HDR (subconsultant)	\$41,876
Lance Shulte (subconsultant)	\$4,125

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-017-C1, Riverside Reconnects, Streetcar Transit Corridor Feasibility Study

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve Contract No. 14-017-C1, with BAE Urban Economics, Inc., in an amount not-to-exceed \$299,885, to prepare a study assessing methodologies to bring a streetcar service to the City of Riverside.

EXECUTIVE SUMMARY:

The Consultant shall work with various stakeholders including the City of Riverside, Caltrans, the Riverside County Transportation Commission (RCTC), Riverside Transit Agency (RTA), and the Western Riverside Council of Governments (WRCOG) to prepare alternative alignments, real estate value capture, a financing strategy, and an implementation plan to bring a streetcar service to the City of Riverside.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
BAE Urban Economics, Inc. (14-017-C1)	The Consultant shall work with various stakeholders including the City of Riverside, Caltrans, the Riverside County Transportation Commission (RCTC), RTA, and the Western Riverside Council of Governments (WRCOG) to prepare an implementation plan for streetcar service in the City of Riverside. This streetcar would link key parts of the City.	\$299,885

FISCAL IMPACT:

Funding of \$112,500 is available in the FY 2013-14 budget and the remaining \$187,385 is in the FY 2014-15 budget.

ATTACHMENT:

Consultant Contract No. 14-017-C1

CONSULTANT CONTRACT 14-017-C1

**Recommended
Consultant:**

BAE Urban Economics, Inc.

**Background &
Scope of Work:**

The objective of this project is to prepare alternative alignments, real estate value capture, a financing strategy, and an implementation plan for streetcar service to the City of Riverside. This streetcar would link the University of California at Riverside, the Riverside Downtown Metrolink Station, the Riverside Transit Agency (RTA) bus terminal, Riverside Community Hospital, Riverside City College, Riverside Plaza shopping center, California Baptist University, the Galleria at Tyler, Parkview Community Hospital, and La Sierra University.

The Consultant shall work with various stakeholders including the City of Riverside, Caltrans, the Riverside County Transportation Commission (RCTC), RTA, and the Western Riverside Council of Governments (WRCOG) to fulfill the scope of this project.

**Project's Benefits
& Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to:

- Decreasing Vehicle Miles Traveled (VMTs) and Green House Gas (GHG) Emissions by implementing a convenient mode of transit (i.e., streetcar) that appeals to a broad range of residents and commuters;
- Spurring real estate development including residential, mixed-use and Transit-oriented development (TOD);
- Reducing the use of SR-60, SR 91 and I-215 for local trips via single occupancy vehicle (SOV) travel by providing a convenient alternative locally via streetcar service;
- Augmenting the multi-modal transit system in the City of Riverside; and
- Understanding the potential return on investment that may be realized through development-oriented transit resulting from streetcar service.

Strategic Plan:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

Contract Amount:

Total not-to-exceed	\$299,885
BAE Urban Economics Inc. (prime consultant)	\$149,869
Placeworks (subconsultant)	\$74,794
IBI Group (subconsultant)	\$75,222

Contract Period:

Notice-to-Proceed through June 30, 2016

Project Number:

145.SCG003249.01 \$299,885

Funding of \$112,500 is available in the FY 2013-14 budget and the remaining \$187,385 is in the FY 2014-15 budget.

Funding sources: FTA 5304 and Local

**Request-for-Proposal
(RFP):**

SCAG staff notified 2,435 firms of the release of RFP 14-017-C1. Staff also advertised the RFP in the American Planning Association's website and the in

Urban Transportation Monitor, as well as the Planning Institute, and posted it on SCAG's bid management system. A total of 105 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

BAE Urban Economics Inc. (2 subconsultants)	\$299,885
Shiels Obletz Johnsen (4 subconsultants)	\$236,403
Parsons Brinckerhoff Inc. (3 subconsultants)	\$299,790
KOA Corp. (3 subconsultants)	\$299,988

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the four (4) offerors.

The PRC consisted of the following individuals:

Linda Daniels, Assistant City Manager, Rancho Cucamonga
 Rebecca Forbes, Transportation Planner, Caltrans District 8
 Steve Fox, Sr. Regional Planner, SCAG
 Steve Lustro, Director of Community Planning, City of Montclair
 Steve Smith, Director of Planning, SANBAG
 Tim Byrne, Chief of Planning, SANBAG

Basis for Selection: The PRC recommended BAE Urban Economics Inc., for the contract award because the Consultant:

- Demonstrated the best understanding of the project scope through its proposed technical approach, specifically with regard to the land use, economic and real estate development elements of the project;
- Articulated and explained best the descriptions of how it would perform the alternative alignments process and ridership forecasting; and
- Demonstrated the most experience in similar studies than other proposers.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 10

Approve Contract No. 14-017-C1, in an amount not-to-exceed \$299,885, to prepare a study assessing methodologies to bring a streetcar service to the City of Riverside.

The consultant teams for the contract include:

Contract 14-017-C1:

BAE Urban Economics Inc. (prime consultant)	\$149,869
Placeworks (subconsultant)	\$74,794
IBI Group (subconsultant)	\$75,222

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 14-014-C1, Goods Movement Border Crossing Study

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve Contract Nos. 14-014-C1 with HDR Engineering, Inc., in an amount not-to-exceed \$263,284, to assess the existing and future impacts of trade moving through the Imperial County international land ports-of-entry.

EXECUTIVE SUMMARY:

The Consultants shall conduct a regional commercial vehicle border crossing study to assess the mobility of commerce at the California – Baja California border, and develop freight planning strategies that would address long term trade and transportation infrastructure needs in the border region.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies, Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
HDR Engineering, Inc. (14-014-C1)	The Consultant shall assess the existing and future impacts of trade moving through the Imperial County international land ports-of-entry.	\$263,284

FISCAL IMPACT:

Funding of \$75,000 is available in the FY 2013-14 budget, \$150,000 is available in the FY 2014-15 and the remaining \$38,284 is expected be available in the FY 2015-16 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 14-014-C1

CONSULTANT CONTRACT 14-014-C1

**Recommended
Consultant:**

HDR Engineering, Inc.

**Background &
Scope of Work:**

The overall purpose of the project is to assess the existing and future impacts of trade moving through the Imperial County international land ports-of-entry.

The consultant shall conduct a regional commercial vehicle border crossing study to assess the mobility of commerce at the California – Baja California border, and to develop freight planning strategies that would address long term trade and transportation infrastructure needs in the border region.

**Project's Benefits
& Key Deliverables:**

The key deliverables include, but are not limited to:

- Developing a comprehensive study of bi-national trade and emerging trade flow trends with respect to market drivers such as business decisions, consumer demand, and supply chain strategies;
- Identifying existing circulation patterns for drayage trucks crossing the Imperial County international land ports-of-entry, particularly origins and destinations in the SCAG region (Calexico, San Pedro Bay Ports, Inland Empire warehousing/distribution facilities), the drivers for these origin and destination pairs for drayage, and the facilities that support and drive these movements;
- Identifying the nexus between cargo crossing the San Diego and Imperial County border network and how that traffic flows to/from the San Pedro Bay Ports, specifically identifying commodity types, cargo volumes, and the associated infrastructure concerns;
- Identifying the true initial origins and final destinations of goods moving through the Imperial and San Diego County international land ports-of-entry that illustrates the extent to which these goods begin or end in different locations across throughout California, the U.S., and international markets; and
- Identifying the appropriate policy issues with regard to international land ports-of-entry in Imperial County that should be addressed through the SCAG 2016 - 2040 Regional Transportation Plan/Sustainable Communities Strategy.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies, Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

Contract Amount:

Total not-to-exceed	\$263,284
HDR Engineering (prime consultant)	\$150,568
System Metrics Group, Inc. (subconsultant)	\$47,738
Crossborder Group, Inc.	\$39,940
La Salle Solutions	\$25,038

Contract Period:

Notice-to-Proceed through June 30, 2016

Project Number:

130.SCG0162.11 \$75,000
Page 120

Funding of \$75,000 is available in the FY 2013-14 budget, \$150,000 is available in the FY 2014-15 and the remaining \$38,284 is expected be available in the FY 2015-16 budget, subject to budget availability.

Funding sources: Consolidated Planning Grant – FTA and TDA

Request-for-Proposal (RFP): SCAG staff notified 1,069 firms of the release of RFP No. 14-014-C1. Staff also requested the RFP to be advertised in the American Planning Association’s website and the Urban Transportation Monitor, as well as the Planning Institute’s website, and posted it on SCAG’s bid management system. A total of 72 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

HDR Engineering, Inc. (3 subconsultants)	\$263,284
Cambridge Systematics, Inc. (1 subconsultant)	\$203,797
IBI Group (1 subconsultant)	\$349,995
AECOM Technical Services, Inc. (2 subconsultants)	\$566,927

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed all four (4) offerors.

The PRC consisted of the following individuals:

Annie Nam, Manager, Transportation Finance, Goods Movement, and Aviation, SCAG
Mark Baza, Executive Director, Imperial County Transportation Commission
Christina Casgar, Goods Movement Policy Manager, San Diego Association of Government (SANDAG)
Bill Figge, Deputy District Director, Caltrans – District 11
Mike Jones, Senior Regional Planner, SCAG
Scott Strelecki, Transportation Planner, SANDAG

Basis for Selection: The PRC recommends HDR Engineering, Inc., for the contract award for the following reasons:

Through the written proposal and interview process, HDR Engineering, Inc. conveyed the clearest understanding of existing and emerging bi-national economic trends impacting regional freight movement, market drivers (i.e., business decisions, consumer demand, and supply chain strategies), commodity flow patterns and local truck drayage, future scenario development capabilities, and potential policy considerations.

HDR Engineering, Inc. demonstrated the most experience with projects of similar size and scope both regionally (i.e., Economic Impacts of Wait Times at the San Diego – Baja California Border, Imperial Valley – Mexicali Economic Delay Study, Imperial Valley, etc.) and nationally (Comprehensive U.S. - Mexico Border: Economic Significance and Infrastructure Needs, La Entrada al Pacifico Highway Corridor, Texas & Mexico, etc.). The approach presented by HDR Engineering, Inc. offered a more creative and innovative approach overall than the other consultants, particularly with respect to their understanding and suggested

methodology for scenario developments related to future economic conditions of cross-border freight activity (i.e., they demonstrated the best ability to develop “what if” economic scenarios). The firm demonstrated a the most in-depth knowledge of regional border crossing challenges versus the other proposers, and provided pragmatic solutions to address them as part of the response to the project scope of work. Through the creation of a strong team, HDR provides strong connections and access to stakeholders on both sides of the borders whose involvement, especially for data collection efforts, will be a critical component of this study.

Overall, HDR Engineering, Inc. demonstrated the greatest understanding of the project specifics, provided the most comprehensive and detailed proposal plans demanded by the scope of work, and most clearly met the intent of the RFP. While other firms that submitted proposals for the RFP merited consideration, the PRC felt that those firms had deficiencies. Some examples of those deficiencies were manifest in varying degrees in the following areas:

- Economic analysis. A thorough understanding and accompanying analysis of the future economic impacts on capital infrastructure investment needs at regional ports-of-entry are a major component of this effort. Some firms did not convey a as strong a knowledge and execution plan for the required scenario development and economic assessment tasks as demanded by the scope of work;
- Allocation of key staff resources. While the identified team members of most firms seemed well qualified, there was concern by the PRC over the limitations on the time allocated to the project for certain key senior staff based on the line-item budget submitted;
- Some of these firms offered proposals that were within the budget range. However, the demands of the scope of work that were not adequately addressed by their proposals would have required revisions and that could reasonably be assumed to raise costs to a level where the final budget would have well-exceeded the budgeted amount for the project; and
- Some firms proposed costs that were significantly over the project’s budget.

**Conflict Of Interest Form - Attachment
For March 6, 2014 Regional Council Approval**

Item #: 11

Approve Contract No. 14-014-C1, in an amount not-to-exceed \$263,284, for the Goods Movement Border Crossing Study – Phase II project.

This consultant team for this contract includes:

HDR Engineering (prime consultant)	\$150,568
System Metrics Group, Inc. (subconsultant)	\$47,738
Crossborder Group, Inc.	\$39,940
La Salle Solutions	\$25,038

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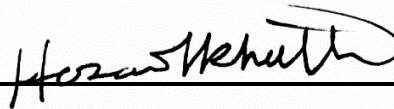
DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 12-030-C1, Geographic Information System (GIS) Database

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve Amendment 5 to Contract No. 12-030-C1 with Data, Products, Research & Systems, in an amount not-to-exceed \$106,171 to provide additional GIS Database services and enhancements.

EXECUTIVE SUMMARY:

The purpose of this amendment is to fund additional work that staff and SCAG members require for 2016-2040 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) land use data update, and database development to facilitate city members for GIS data sharing and local input collection to SCAG's staff. More cities requested services than was originally forecasted and all these demand for services greatly exceeded staff initial forecasted service demand and scope of work.

This amendment exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual (dated 02/14/13) Section 8.3, it requires the Regional Council's approval.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 4: Develop, maintain and promote the utilization of state of the art models, information systems and communication technologies. Objective b: Develop, maintain and enhance data and information to support planning and design making in a timely and effective manner.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Data, Products, Research & Systems (13-039-C1)	The Consultant shall perform additional work that staff and SCAG members require for 2016-2040 RTP/SCS land use data update, and database development to facilitate city members for GIS data sharing and local input collection to SCAG's staff. In addition, an urgent GIS interactive application component is in need by the Inner-Governmental Review (IGR) group. It will provide a GIS based user-friendly interface to support staff in managing all projects in the IGR application.	\$106,171

FISCAL IMPACT:

Funding of \$106,171 is available in the FY 2013-14 budget.

ATTACHMENT:

Consultant Contract No. 12-030-C1

CONTRACT 12-030-C1 AMENDMENT 5

Consultant: Data, Products, Research & Systems

Background & Scope of Work: On July 31, 2012, SCAG awarded Contract 12-030-C1 to Data, Products, Research & Systems (DPRS) to provide professional advanced Geographical Information System (GIS) services. DPRS also provides support to help SCAG maintain and update its GIS data to share with local jurisdictions and provides support to help SCAG manage its Geodatabase. Staff and cities use the Geodatabase to develop GIS applications and to create maps to assist with various planning efforts. More cities requested services than staff originally anticipated, and as a result, in December 2013, staff amended the contract (via Amendment 4) for the additional service demands.

The purpose of this Amendment 5 is to fund further work, beyond what was funded under Amendment 4, that staff requires for the 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) land use data update. Specifically, SCAG's Inner-Governmental Review (IGR) group requires an urgent GIS interactive application component not originally contemplated. The component will provide a GIS based user-friendly interface to support staff in managing all projects in the IGR application. Lastly Amendment 5 will enable the Consultant to enhance GIS database development to better facilitate GIS data sharing and local input collection from member cities.

Project's Benefits & Key Deliverables: The project's benefits and key deliverables include, but are not limited to:

- Enhanced Geodatabase containing SCAG's major GIS files;
- Providing five (5) intermediate and five (5) advanced GIS training sessions to SCAG's member jurisdictions; and
- Updated GIS datasets, including counties, cities, parcels, traffic analysis zones, and subregions.

Strategic Plan: This item supports SCAG's Strategic Plan Goal 4: Develop, maintain and promote the utilization of state of the art models, information systems and communication technologies. Objective b: Develop, maintain and enhance data and information to support planning and design making in a timely and effective manner.

Amendment	Amendment 5	\$106,171
Amount:	Amendment 4	\$43,829
	Amendment 3 (administrative - no change to contract's value)	\$0
	Amendment 2 (administrative - no change to contract's value)	\$0
	Amendment 1 (administrative - no change to contract's value)	\$0
	Original contract value	<u>\$148,573</u>
	Total contract value is not-to-exceed	\$298,573

This amendment exceeds \$75,000, as well as 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 02/14/13) Section 8.3, it requires the Regional Council's approval.

Contract Period: July 31, 2012 through June 30, 2014

Project Number: 045.SCG00142.12 \$106,171

Funding sources: Consolidated Planning Grant – FHWA, FTA and TDA

Basis for the This amendment supports the overall RTP goals for enhancing a state-of-the-art data

Amendment:

warehouse system, and developing additional application databases to facilitate more robust, user-friendly GIS applications for all public stakeholders. These databases include, but are not limited to, the SCAG Atlas and the IGR GIS Component. This amendment will also require more GIS support and services than what was originally anticipated for member cities, including, but not limited to, intermediate and advanced GIS training to SCAG's member cities. In the absence of this amendment, staff may not be able to fulfill the commitments made to member cities, and staff and member cities may not have the most relevant data to use for planning analyses.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 12

Approve Contract No. 12-030-C1 Amendment 5, in an amount not-to-exceed \$106,171, to fund further work, beyond what was funded under Amendment 4, that staff requires for the 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS) land use data update.

The consultant teams for the contract include:

Contract 12-030-C1:

Data, Products, Research & Systems (prime consultant)	\$86,171
Cambridge Systematics (subconsultant)	\$20,000

DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract No. 13-039-C1, Activity Based Model

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve amendment 3 to Contract No. 13-039-C1 with Parsons Brinckerhoff, Inc., in an amount not-to-exceed \$190,000 to increase the functionality of SCAG's Activity Based Model.

EXECUTIVE SUMMARY:

SCAG uses its Activity Based Model to estimate travel demand within the region. The model is also used for analyzing various transportation policies for the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). After initiating the project, staff found further enhancements would be required to maximize the Model's functionality beyond what was envisioned in the original scope, and requires additional consultant assistance.

This amendment exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual (dated 02/14/13) Section 8.3, it requires the Regional Council's approval.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning, and Objective b: Research and develop state of the art planning models to address current and emerging planning issues including climate change, land use and transportation interactions, micro-level transportation behaviors.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Parsons Brinckerhoff, Inc. (13-039-C1)	The Consultant shall increase the functionality of SCAG's Activity Based Model.	\$190,000

FISCAL IMPACT:

Funding of \$100,000 is available in the FY 2013-14 budget and \$90,000 is available in the FY 2014-15 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 13-039-C1

CONTRACT 13-039-C1 AMENDMENT 3

Consultant:	Parsons Brinckerhoff, Inc.
Background & Scope of Work:	<p>On June 12, 2013, SCAG awarded Contract 12-039-C1 to Parsons Brinckerhoff to develop and validate SCAG's Activity-Based Model (ABM). This new Model will be used to analyze SCAG various plans, programs and projects; including assessing the impact that various transportation and land use policies have on air quality. The ABM will be the primary modeling tool used in the analysis of SCAG's 2016 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS).</p> <p>A review of the ABM conducted at the onset of this project indicated that a more comprehensive update of the Model would be required than what was envisioned in the original scope. Four additional model improvements were recommended by SCAG modeling staff in order to enhance the Model's capability to support the development of the 2016 RTP/SCS. These improvements will streamline model implementation, provide additional modeling capabilities, and improve the accuracy of the model's forecasting capabilities. Below is a brief description of the four (4) additional tasks the Consultant shall perform:</p> <ul style="list-style-type: none">• Model Framework - The Consultant shall revise the model framework to better integrate its various sub-models. This will streamline model operations and ensure that the model responds appropriately to changes in levels of service, pricing, and built environment variables;• Sub-Models – The Consultant shall develop and estimate several new sub-models to address emerging planning issues and improve the Model's overall performance;• Synthetic Population Generator – The Consultant shall implement the advanced synthetic population generator program called PopSyn. The PopSyn program has additional capabilities and reduced runtimes compared to the originally proposed methodology; and• Software Implementation –The Consultant shall provide the additional resources required to develop detailed guidelines and model specifications.
Project's Benefits & Key Deliverables:	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Providing a comprehensive travel demand model that is capable of analyzing various transportation improvements and policies for SCAG's plans and programs in support of the 2016 RTP/SCS;• Delivering a revised model development plan; and• Providing a model operation that will be more efficient based on the inclusion of the new sub-models that will enhance model performance and improve the Model's ability to account for various transportation strategies and land use policies.
Strategic Plan:	<p>This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning, and Objective b: Research and develop state of the art planning models to address current and emerging planning issues including climate change, land use and transportation interactions, micro-level transportation behaviors.</p>

Amendment	Amendment 3	\$190,000
Amount:	Amendment 2 (administrative - no change to contract's value)	\$0
	Amendment 1 (administrative - no change to contract's value)	\$0
	Original contract value	<u>\$650,090</u>
	Total contract value is not-to-exceed	\$840,090

This amendment exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual (dated 02/14/13) Section 8.3, it requires the Regional Council's approval.

Contract Period: June 12, 2013 through December 31, 2014

Project Number: 13-070.SCG00565.02 \$100,000
Funding of \$100,000 is available in the FY 2013-14 budget and \$90,000 is available in the FY 2014-15 budget, subject to budget availability.

Funding sources: Consolidated Planning Grant – FHWA and FTA

Basis for the Amendment: Parsons Brinckerhoff, Inc. is currently under contract to conduct the 2012 Base Year Model Development and Validation in support of SCAG's 2016 RTP/SCS and has made significant progress in this model development effort.

Parsons Brinckerhoff conducted a thorough review of SCAG's preliminary ABM Model. This included a review of the overall model framework and a close review and assessment of each of the 42 separate sub-models that constitute the ABM Model.

The review revealed that: 1) additional work would be required to reorganize and optimize the model framework, 2) several new sub-models would be required, and 3) replacement of the existing population synthesizer program with a more robust program along with additional resources to implement and streamline software coding would also be required. These additional tasks will substantially improve the reliability and performance of the ABM Model and enhance the overall quality of the travel demand model.

The additional funding will provide the enhancement that will support the production of significant data and analysis, in support of the 2016 RTP/SCS to maximize decision making on transportation investments.

**Conflict Of Interest Form - Attachment
For April 3, 2014 Regional Council Approval**

Item #: 13

Approve Contract No. 13-039-C1 Amendment 3, in an amount no- to-exceed \$190,000 to increase the functionality of SCAG's Activity Based Model.

The consultant teams for the contract include:

Contract 13-039-C1:

Parsons Brinckerhoff, Inc. \$190,000

DATE: April 3, 2014

TO: Regional Council (RC)
Executive/Administration Committee (EAC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: AB 1721 (Lindner): Vehicles: High-Occupancy Vehicle Lanes - SUPPORT

EXECUTIVE DIRECTOR APPROVAL:



RECOMMENDATION:

Support

EXECUTIVE SUMMARY:

Current law (V.C. §5205.5(h)(1)) exempts drivers of Zero Emission Vehicles (ZEVs) and other specified vehicles from paying the required toll on high-occupancy toll (HOT) lanes, including those of the proposed I-15 Express Lanes project in Riverside County. However, under the same section other toll roads, bridges, and specific projects such as the federally supported value pricing and transit development demonstration program involving HOT lanes conducted by the Los Angeles County Metropolitan Transportation Authority for State Highway Route 10 or 110, are excluded from this exemption and, thus, otherwise exempt vehicles traversing these lanes are required to pay the toll. AB 1721 would, additionally, make this exclusion from the exemption of paying the toll applicable to the I-15 Express Lanes project in Riverside County, thereby requiring such users of HOT lanes of this project to pay the toll. The I-15 Express Lanes will begin construction in 2018, and will need to be financed prior to construction. Successful financing will require certainty of toll policy and local control of the express lanes. The bill is sponsored by the Riverside County Transportation Commission (RCTC). The Legislative/Communications and Membership Committee (LCMC) considered the bill at its March 18, 2014 meeting. Committee members noted that while purchasers of ZEVs and other alternative technology vehicles have received certain tax and other economic incentives to encourage their purchase of these cleaner, more expensive vehicles, and may have expected to be exempt from such tolls, ultimately the determination of toll assessment on the I-15 Express Lanes project - which is greatly dependent upon toll revenues because it receives no state or federal funding - should rest with the agency with sole financial responsibility for the project. Accordingly, the LCMC forwarded a support recommendation of AB 1721 to the Regional Council.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective b) Identify and support legislative initiatives.

BACKGROUND:

Existing law authorizes the state, until September 30, 2017, to allow specified labeled vehicles to use lanes designated for high-occupancy vehicles (HOVs). Current law also authorizes the Department of Transportation to designate certain lanes for the exclusive use of high-occupancy vehicles (HOVs), which may also be used until January 1, 2019 or until the date the federal authorization expires,

whichever occurs first, by certain eligible low-emission and hybrid vehicles not carrying the requisite number of passengers otherwise required to use an HOV lane if the vehicle displays a vehicle identifier issued by the DMV.

Existing law also requires that a vehicle eligible under these provisions to use HOV lanes be exempt from toll charges imposed on single-occupant vehicles in designated high-occupancy toll (HOT) lanes unless prohibited by federal law. Existing law excludes from this exemption tolls pursuant to the federally supported value pricing and transit development demonstration program involving high-occupancy toll (HOT) lanes conducted by the Los Angeles County Metropolitan Transportation Authority for State Highway Route 10 or 110 through March 1, 2014; thus, otherwise exempt HOV vehicles traversing these HOT lanes must pay the toll. State law also excludes from the exemption state owned toll bridges and toll roads and toll highways.

This bill would *also exclude from the above described exemption* a toll imposed for passage in HOT lanes designated for Interstate Route 15 in Riverside County so that, likewise, HOVs in these HOT lanes too would be required to pay the toll. The bill is sponsored by RCTC.

The I-15 Express Lanes is a \$351 million highway project in Riverside County consisting of two new tolled express lanes between SR-60 and the southern boundary of the City of Corona. The I-15 Express Lanes were authorized by the Legislature in 2008 by AB 1954 (Jeffries) and approved by the California Transportation Commission (CTC) as one of four projects eligible for High-Occupancy Toll (HOT) lanes pursuant to AB 1467 (Nunez). The authorizing legislation gives RCTC clear authority to set tolling policy on I-15 in order to pay for capital construction and project development costs, operations, maintenance, and repair of the express lanes, for which RCTC is *solely* financially responsible. In addition, federal tolling authority for the I-15 Express Lanes has been received. There are zero state or federal grant funds used to build the I-15 Express Lanes; all funding for the project is from local sources (Measure A sales tax and toll revenue).

Construction of the I-15 Express Lanes will begin in 2018 and be completed in 2020. Leading up to construction in 2018, RCTC must achieve investment-grade debt ratings from Wall Street in order to secure a TIFIA loan from the federal government and sell toll revenue bonds (as RCTC did in 2013 for the SR-91 Project). The existence of state law interfering with RCTC tolling policy, and the potential for the Legislature to continue such practices, could negatively impact RCTC's credit rating and result in a risk premium that will be borne by RCTC and the taxpayers of Riverside County. Tolling policy must be left to the agency with direct financial responsibility.

RCTC in sponsoring this bill notes that VC §5205.5 gives exemptions to all tolled facilities in California other than the I-15 Express Lanes and the future Bay Area Express Lane Network, meaning that all other facilities are allowed to charge tolls to Zero Emission Vehicles (ZEV)s. The exclusion of I-15 in the law has never been explained or rationalized and, the sponsor contends that I-15 should be treated equitably with all other tolled facilities in California. Acknowledging the possibility that some ZEV drivers may have purchased their vehicles based on certain economic incentives, the sponsor contends that toll-free passage on a currently non-existent express lane is likely a *de minimis* factor compared to more lucrative near-term tax rebates and motor fuel savings. By comparison, the costs of providing toll-free passage could be detrimental to the project's construction.

Given the revenue challenges enumerated in the RTP/SCS and the region's need to embrace pricing and other user-based financing strategies, it is crucial that the state's policies enable local agencies to deploy

REPORT

these strategies. Further, according to a study by the UCLA Luskin School of Public Affairs, the most likely employers and retailers to be early adopters of electric vehicle charging stations in western Riverside County are the cities of Temecula, Murrieta, Eastvale, and Corona, all of which are cities on the I-15 corridor. ZEV travel is therefore likely to be higher on the I-15 corridor than on any other corridor in western Riverside County.

While appreciative of the clean-air goals of providing incentives for Zero Emission Vehicles (ZEVs), this particular state mandate caused by exemption of local toll authority interferes with local financing, degrades the user-pay nexus in the transportation system, and according to the sponsor sets a poor precedent in the state-local relationship. RCTC wishes to maintain flexibility to offer incentives to ZEV drivers, but recognizes that such policies should be adopted locally to meet operational and performance metrics of the individual facility rather than a mandated exemption from the state.

Conclusion

AB 1721 is referred to the Assembly Transportation Committee with a hearing set for April 21, 2014. The LCMC, at its March 18, 2014 meeting forwarded a support recommendation of AB 1721 to the Regional Council to preserve the discretion of a local, stakeholder partner to retain flexibility and control of tolling authority of the HOT lanes designated for Interstate 15 in Riverside County. The Committee considered that purchasers of ZEVs and other alternative technology vehicles receive tax and other economic incentives to encourage their purchase of these cleaner, more expensive vehicles, and may have expected to be exempt from such tolls. Nevertheless, the Committee reasoned that ultimately determinations of toll assessment on the I-15 Express Lanes project should rest with the agency with sole financial responsibility for the project, particularly in recognition of the fact that the project is funded solely by local tax measures and toll revenues and receives no federal or state funding. Accordingly, the LCMC forwarded a support recommendation of AB 1721 to the Regional Council.

ATTACHMENT:

None

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DATE: April 3, 2014

TO: Regional Council (RC)
Executive/Administration Committee (EAC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: AB 1839 (Bocanegra/Gatto): California Film and Television Job Retention and Promotion Act - SUPPORT

EXECUTIVE DIRECTOR APPROVAL:



RECOMMENDATION:

Support

EXECUTIVE SUMMARY:

AB 1839 would, among other provisions, extend the state's existing film and tax credit program for five additional years and would lift the per-film budget cap so that big-budget films will be eligible to apply for the credit even if only qualified expenditures of up to \$100 million will be eligible for credit. The bill, which aims to mitigate and reverse the significant flight of film and TV production from California to other domestic and foreign jurisdictions, is consistent with objectives identified at SCAG's Annual Economic Summit as integral to helping achieve economic recovery to the region and are consistent with SCAG's board adopted legislative priorities for 2014. The Legislative/Communications and Membership Committee (LCMC) forwarded a support recommendation to the Regional Council of AB 1839, consistent with SCAG's adopted 2014 State legislative priorities to support extension and enhancement of California's entertainment tax credit to stem the flight of this important industry to other jurisdictions.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective b) Identify and support legislative initiatives.

BACKGROUND:

In an effort to combat film and television production flight out of California, in 2009 the Legislature passed the California Film and Television Tax Credit Program to promote film production and create and retain jobs in California. Since 2009, California has allocated \$100 million a year to eligible film and TV productions that meet specific criteria. To date, more than 270 projects, contributing more than \$4.75 billion in economic activity and creating more than 51,000 jobs, have benefitted from the program. Tax revenue generated from filming helps to pay for teachers, police officers and infrastructure throughout California.

The California Film Commission (CFC) administers the Program, allocating tax credit to each qualified taxpayer that is equal to either:

- 20% of the qualified production expenditures of a motion picture between \$1M and \$75M; or

- 25% of the qualified expenditures of an independent film or a television series that relocated to California

To qualify for the credit, productions must spend at least 75% of their budget *or* shoot 75% of their principal production in California. Allocations are assigned on a lottery basis at the beginning of each fiscal year. The credit is awarded by the CFC after the production is completed.

At least 43 other states and international governments offer tax incentives for film and TV production. Over the last decade, California's share of one-hour TV series dropped nearly 36%, costing the state nearly 10,000 jobs. Of the 41 big-budget films released in the last two years, only one was shot exclusively in California.

SCAG Efforts to Support Film & TV Production

SCAG and its business and economic sector participants at its 1st Annual Regional Economic Summit in 2010 recognized the harm to the regional economy caused by the significant flight of film and television production to other states and nations offering attractive tax incentives to encourage production in their respective jurisdictions. Losing significant portions of this Southern California touchstone industry in the midst of the great recession led participants of the SCAG's Regional Economic Summit in 2010, 2011, 2012 and 2013 to recommend that the Regional Council take action to support the extension and enhancement of film and television tax credit program legislation to reverse the flight of production from California and assist economic recovery in Southern California. The Regional Council subsequently adopted, as part of its 2011, 2012, 2013, and 2014 state legislative principles and/or priorities the support of legislation that extends and enhances the state's film and television tax credit program. Accordingly SCAG has supported interim legislation to extend the program which is currently scheduled to expire on July 1, 2017.

Additionally, on March 20, 2014, SCAG released a study it commissioned from the Los Angeles Economic Development Commission (LAEDC) concerning the state's film and television tax credit program. The results were very positive and demonstrate that for every \$1 of tax credit certificate issued, total state gross domestic product increased by \$9.48, and \$1.11 was returned to the state and local governments in the form of tax revenues. The report is available at <http://scag.ca.gov/Documents/SCAGFilmReport-Final.pdf>

AB 1839 Provisions

AB 1839 was amended on March 19, 2014, to make clarifying changes to the bill as introduced, but which do not substantially change the intent or policy provisions of the bill. As amended, AB 1839 does the following:

- Extends the program for five additional years;
- Lifts the per-film budget cap so that big-budget films will be eligible to apply for the credit, but only qualified expenditures of up to \$100 million will be eligible for credit;
- As amended, clarifies that the above eligibility of films for the credit shall include 'qualified motion pictures', as defined by the bill, rather than just 'feature' films;
- Allows all, new, one-hour television series, regardless of where they air, to be eligible to apply for the program;
- Stimulates TV series production by allowing pilots shows to apply for the credit;

REPORT

- Offers an additional 5% increase in the tax credit for filming that takes place outside of the Los Angeles Zone (an increase from 20% to 25%);
- Offers a 25% credit for television shows that relocate to California within the first year of production;
- As amended, adds to the qualified expenditures eligible for the increased 25% tax credit the music scoring and music editing attributable to the production of a qualified motion picture in California;
- Ensures that more jobs are created in California by modifying the current program requirement that 75% of production days occur in California to specify that 75% of the principal photography jobs occur in California; and
- Offers a 25% credit for television shows that relocate to California within the first year of production.

The bill was introduced on February 18, 2014, and is referred to the Assembly Committee on Arts, Entertainment, Sports, and Tourism and to the Assembly Committee on Revenue and Taxation for fiscal consideration. The bill is set for first policy committee hearing on March 25, 2014. The LCMC at its March 18, 2014 meeting forwarded a support recommendation of AB 1839 to the Regional Council.

ATTACHMENT

None

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DATE: April 3, 2014

TO: Regional Council (RC)
Executive/Administration Committee

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SB 1298 (Hernandez) - High-Occupancy Toll Lanes - SUPPORT

EXECUTIVE DIRECTOR APPROVAL: 

RECOMMENDED ACTION:

Support

EXECUTIVE SUMMARY:

SB 1298 (Hernandez) would eliminate restrictions statewide on the installation of high-occupancy toll (HOT) lanes such as the existing cap of two HOT lanes each for Northern and Southern California, respectively. In addition, the bill would eliminate the current sunset—January 1, 2015—of the Los Angeles County Metropolitan Transportation Authority's (LACMTA) value-pricing and transit development demonstration program involving HOT lanes on State Highway Routes 10 and 110 in the County of Los Angeles, as well as allow LACMTA the authority over both the establishment and collection of toll fees. Provisions of the bill are consistent with SCAG's adopted 2014 State Legislative Priority to support legislation that provides dedicated, secure funding to state highways, streets, and roads to support maintenance and rehabilitation of the state and local road and transit system. The Legislative/Communications and Membership Committee (LCMC), at its March 18, 2014 meeting referred a 'support' recommendation of SB 1298 to the Regional Council.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 2: Obtain Regional Transportation infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective b) Identify and support legislative initiatives.

BACKGROUND:

Existing law authorizes a regional transportation agency, in cooperation with the Department of Transportation, to apply to the California Transportation Commission (CTC) to develop and operate HOT lanes, including administration and operation of a value-pricing program and exclusive or preferential lane facilities for public transit. In addition, existing law requires the CTC to conduct at least one public hearing in Northern California and one in Southern California for each application and limits the number of approved facilities to not more than four (4) total, two (2) in Northern California and two (2) in Southern California. Existing law also provides that no applications may be approved on or after January 1, 2012.

Existing law, until January 15, 2015, specifically authorizes a value-pricing and transit development demonstration program involving HOT lanes to be conducted, administered, developed, and operated on State Highway Routes 10 and 110 in the County of Los Angeles by LACMTA under certain conditions. Amongst those conditions:

- LACMTA may not change the vehicle occupancy requirement for access to the HOV lanes in the identified corridors during the demonstration period that is authorized under the law;
- As part of the demonstration program, each proposed HOT lane shall have non-tolled alternative lanes available for public use in the same corridor as the proposed HOT lanes;
- LACMTA and the Department of Transportation shall report to the Legislature by December 31, 2014. The report shall include, but not be limited to, a summary of the demonstration program, a survey of its users, the impact on carpoolers, revenues generated, how transit service or alternative modes of transportation were impacted, any potential effect on traffic congestion in the HOV lane and in the neighboring lanes, the number of toll-paying vehicles that utilized the HOT lanes, any potential reductions in the greenhouse gas emissions that are attributable to congestion reduction resulting from the HOT lane demonstration project, and a description of the mitigation measures on the affected communities and commuters in this demonstration program.

LACMTA sponsored SB 1298 which would remove the limitations on the number of HOT lanes that the CTC may approve and would delete the January 1, 2012 deadline for HOT lane applications. The bill would also delete the requirement for public hearings on each application.

As far as the parts of the bill that pertain to LACMTA, this bill would enact new provisions revising and recasting existing provisions and would repeal a number of existing provisions. The January 1, 2015 sunset of the value-pricing and transit development demonstration program involving HOT lanes to be conducted, administered, developed, and operated on State Highway Routes 10 and 110 in the County of Los Angeles by LACMTA would be eliminated. The bill would specify requirements for agreements between LACMTA, the Department of Transportation, and the Department of the California Highway Patrol that identify the respective obligations and liabilities of each party relating to the program. The bill would require LACMTA, with the assistance of the department, to establish appropriate traffic flow guidelines for the purpose of ensuring the optimal use of the HOT lanes by high-occupancy vehicles. The bill would also delete the requirement that LACMTA may not change the vehicle occupancy requirement for access to the high-occupancy vehicle lanes in the identified corridors and would authorize LACMTA to define the hours of operation of the HOT lanes. It would also eliminate the requirement that LACMTA and the Department of Transportation provide a report to the Legislature by December 31, 2014.

Conclusion

~~SB 1298~~ was introduced in the California State Senate on February 21, 2014 and was referred to the Senate Committee on Transportation & Housing on March 6, 2014. No hearing has been scheduled. The LCMC at its March 18, 2014 meeting referred a 'support' recommendation of SB 1298 to the Regional Council. LACMTA Board supports the bill.

FISCAL IMPACT

None

ATTACHMENT

None

DATE: April 3, 2014

TO: Regional Council (RC)
Executive/Administration Committee (EAC)

FROM: Darin Chidsey; Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SB 1122 - (Pavley): Sustainable Communities: Strategic Growth Council – SUPPORT

EXECUTIVE DIRECTOR APPROVAL:



RECOMMENDATION:

Support

EXECUTIVE SUMMARY:

SB 1122 requires the Strategic Growth Council (SCG) to provide financial assistance to develop and implement regional grant programs to support the implementation of sustainable communities' strategies (SCS), alternative transportation plans (ATP), or other regional greenhouse gas reduction plans within a developed area, to be funded from moneys deposited into the Greenhouse Gas Reduction Fund from the auction revenues derived from the cap-and-trade program, upon appropriation by the Legislature. Eligible recipients of grant funding include councils of government, metropolitan planning organizations, regional transportation planning agencies, cities, counties, and joint powers authorities. The Legislative/Communications and Membership Committee (LCMC) at its March 18, 2013 meeting referred a 'support' recommendation of SB 1122 to the Regional Council.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective b) Identify and support legislative initiatives.

BACKGROUND:

The Strategic Growth Council (SGC) was established in 2008 to help various agencies co-operate in developing sustainable communities for the future urban growth in California that would also achieve the state's greenhouse gas reduction goals established in AB 32. The SGC's main purpose is to help coordinate the various land use, transportation, and housing strategies that will achieve the greenhouse reduction target for those sectors established in SB 375 and approved by the Air Resources Board. To that end, the SGC was allocated \$90 million from Prop 84 to award grants that support the planning objectives of SB 375 as well as specified projects. Those funds have been completely appropriated to the SGC, which will finish the awarding of those funds in its next cycle of grants.

On January 10, 2014, Governor Brown released his proposed 2014-15 state budget which included a \$100 million allocation of local assistance funding to support regions in the implementation of sustainable communities' strategies, with the SGC coordinating the effort and programmatic work to be performed by multiple agencies. Under the Governor's proposed budget, selected projects will prioritize disadvantaged communities and reduce GHG emissions by increasing transit ridership, active

transportation, affordable housing near transit stations, preservation of agricultural land, and local planning that promotes infill development and reduces the number of vehicle miles travelled.

To continue the work of the SGC and to help achieve the transportation, land use, and housing objectives of SB 375, this bill proposes that the SGC be authorized to make grants with funds appropriated to it from auction revenues derived from the cap-and-trade program of AB 32. SB 1122 would authorize the SGC to award grants that continue the work of achieving greenhouse gas reductions across the transportation, land use, and housing sectors. Specifically, it would require the SGC to develop and implement regional grant programs to support the implementation of sustainable communities' strategies (SCS), alternative transportation plans (ATP), or other regional greenhouse gas reduction plans within a developed area. The bill also authorizes the SGC to award financial assistance to develop and implement agricultural, natural resource, and open space land protection plans consistent with SCS, ATP, or other regional greenhouse gas emission reduction plans. The bill specifically names councils of government, metropolitan planning organizations, regional transportation planning agencies, cities, counties, or joint powers authorities as eligible to receive grants.

The bill specifies that the SGC may adopt criteria and requirements for the development and implementation of regional grant programs that include all of the following:

- Require that project be selected within each region by the regional granting authority through a competitive public process based on reduction in the emissions of greenhouse gases;
- Establish the methods for evaluating, monitoring, and verifying project effectiveness, including those related to travel demand reduction, system efficiency, safety improvements, demographic characteristics, and integrated land use and transportation strategies;
- Provide for the development and implementation of projects that integrate infrastructure investment with land use or local code changes to achieve the maximum reduction in the emissions of greenhouse gases;
- Provide for public participation in the review of proposed projects;
- Provide for consultation and coordination with air pollution control districts and air quality management districts.

Bill provisions also direct that the SGC shall:

- In consultation with the State Air Resources Board and the metropolitan planning organizations, shall establish standards for integrated modeling systems and measurement methods to ensure consistency in evaluating the potential effectiveness of projects and verifying the actual benefits of projects after completion;
- Review the implementation requirements of the bill on an annual basis and may revise the criteria and requirements for project selection, evaluation, monitoring, and verification developed pursuant to bill provisions, as needed, to improve program performance;
- Moneys that are allocated for the regional grant programs pursuant to the criteria and requirements of the bill shall be allocated to the regional granting authority in each region on a per capita basis.

Recommendation

The LCMC at its March 18, 2014 meeting approved a recommendation to the Regional Council to adopt a 'support' position of SB 1122. The bill provides a process for regional selection and implementation

of projects funded under the proposed grant program. Regional and local agencies like the metropolitan planning organizations (MPOs) and the county transportation commissions have the unique capacity to concurrently plan for and administer these types of multiple community projects, which would accelerate GHG emissions reductions and co-benefits. While MPOs have the statutory responsibility to achieve the California Air Resources Board approved GHG emission reduction targets, implementing agencies such as the county transportation commissions have the requisite expertise and experience to develop projects that will help to provide the greatest GHG emissions reductions. Thus, future funding for the Regional Grant Program from cap-and-trade will be well-utilized to support both local planning for and implementation of the RTP/SCS for effective GHG reductions. The Strategic Growth Council has been, through its prior funding opportunities, a financial supporter of similar SCAG efforts, and we anticipate additional support from the SGC through the current/final round of funding. The continued partnership of the SGC with regional and local agencies, as well as local cities, counties, and councils of government, in distributing cap-and-trade funding would substantially augment the existing mechanism for advancing projects that implement an RTP/SCS, reduce GHG emissions, and create jobs.

Conclusion

SB 1122 referred to the Senate Environmental Quality Committee with first policy hearing scheduled for April 2, 2014. Consistent with board adopted policy to support legislation providing funding for projects and programs implementing an SCS, the LCMC approved a recommendation to the Regional Council to adopt a ‘support’ position of SB 1122.

ATTACHMENT:

None

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DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Hasan Ikhata, Executive Director, 213-236-1944; ikhata@scag.ca.gov

SUBJECT: SCAG Participation at the American Public Transportation Association (APTA) 2014 Rail Conference in Quebec, Canada

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve one (1) Transportation Department Senior staff to represent SCAG to participate at the APTA 2014 Rail Conference, scheduled for June 15 – 18, 2014, in Quebec, Canada; and authorize expenditure of approximately \$3,000 from the General Fund to cover related expenses incurred during the conference.

EXECUTIVE SUMMARY:

The American Public Transportation Association (APTA) is a premier North America membership organization where over ninety percent of the public transit passengers in the United States and Canada are served by APTA members. The purpose of the trip is to participate at the APTA 2014 Rail Conference, scheduled for June 15 – 18, 2014, at the Fairmont The Queen Elizabeth and Palais des congrès de Montréal, Quebec, Canada. Transportation Department Senior staff will be representing SCAG and participating at the conference which will focus on all rail modes: urban, commuter, intercity and high-speed rail.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision-Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective (a) Create and facilitate collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

As past practice, prior to SCAG staff travelling outside of the United States on SCAG business, Regional Council approval is obtained. One (1) Transportation Department Senior staff will be representing SCAG to participate at the APTA 2014 Rail Conference, scheduled for June 15 – 18, 2014, in Quebec, Canada. The expenditure of approximately \$3,000 will be allocated from the FY 13-14 General Fund Budget to cover expenses incurred during the travel and conference (registration \$725; airfare \$800; \$1300 lodging for five days; and \$155 miscellaneous).

The APTA 2014 Rail Conference is seen as an opportunity to learn from the experts in the industry as they share effective strategies, experience and solutions.

FISCAL IMPACT:

The proposed expenditure of approximately \$3,000 for will be allocated from SCAG's FY 13-14 General Fund Budget.

ATTACHMENT:

None

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DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Hasan Ikhata, Executive Director, ikhata@scag.ca.gov, (213) 236-1944

SUBJECT: International Conference Invitation at the Chinese Academy of Sciences, Beijing, China

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve the attendance of four (4) SCAG staff to participate in conference in Beijing, China, organized by the Institute of Policy and Management, Chinese Academy of Sciences from June 19-20, 2014.

EXECUTIVE SUMMARY:

The Institute of Policy and Management (IPM), Chinese Academy of Sciences (CAS) has invited SCAG staff to attend the International Regional Planning and Interagency Collaboration Discussion (IRPICD) Workshop to be held in Beijing from June 19-20, 2014. The goal of the workshop is to bridge the gap and incorporate global knowledge, best practices in state/regional planning and collaboration process in order to assist in the development of an air quality management plan in China.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies, Objective a) Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans and Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies, Objective a) Develop and maintain planning models that support regional planning and Objective c) Maintain a leadership role in the modeling and planning data/GIS communities.

BACKGROUND:

The Institute of Policy and Management (IPM), Chinese Academy of Sciences is a top Chinese think-tank for national and macro-level decision-making on sustainable socioeconomic development and strategic policy formation. In 2012, three (3) members of SCAG staff attended the "Sustainable Low-Carbon Conference" in Beijing, China. As a follow up to the conference, SCAG signed a Memorandum of Understanding (MOU) with IPM on December 10, 2012 to formally collaborate with each other on important planning issues related to urbanization development and air quality.

The major topics of the IRPICD June 2014 conference will focus on regional planning framework, collaboration, coordination and cooperation among government agencies in the context of air quality planning. IPM has also requested SCAG staff to help coordinate the program's agenda and to extend the invitation to SCAQMD and ARB staff to attend the conference. It is proposed that four (4) members of SCAG staff attend the conference between June 19-20, 2014. IPM will cover costs associated with the conference fees, airfare, lodging and meals for four (4) SCAG staff members who will be attending the conference.

REPORT

FISCAL IMPACT:

No fiscal impact associated with the travel. The time and salary for SCAG's invited staff members are budgeted in the FY 2013-14 OWP.

ATTACHMENT:

None

DATE: April 3, 2014

TO: Regional Council (RC)
Executive/Administration Committee (EAC)
Community, Economic, and Human Development (CEHD) Committee
Energy and Environment Committee (EEC)
Transportation Committee (TC)

FROM: Hasan Ikhata, Executive Director, ikhata@scag.ca.gov, 213-236-1944

SUBJECT: SCAG Sustainability Planning Grants Program – Monthly Update

RECOMMENDED ACTION:

Receive and File.

EXECUTIVE SUMMARY:

SCAG is providing a monthly update (attached) regarding successful implementation of the 73 Sustainability Grants to member agencies. Forty-four (44) of the seventy-three (73) approved SCAG Sustainability Planning Grants were funded in the fall of 2013. At the time this report was distributed, thirty (30) grant projects have had Scopes of Work developed and finalized, twenty-five (25) grant projects have had Request for Proposals (RFPs) released, thirteen (13) grant projects have selected consultants, and nine (9) grant projects have had contracts executed.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

BACKGROUND:

On September 12, 2013, the Regional Council approved seventy-three (73) Sustainability Planning Grant projects and directed staff to proceed with funding projects with available funds for Phases I and Phase II projects (total of 44 projects). The remaining projects will be part of Phase III and will proceed as additional funds become available in FY 2014-2015.

SCAG staff is providing monthly updates to the Board regarding implementation of the seventy-three (73) grants. At the time this report was distributed, thirty (30) grant projects have had scopes of work developed in partnership with the cities, twenty-five (25) grant projects have had RFPs released, thirteen (13) grant projects have consultants selected and nine (9) grant projects have completed negotiations and have contracts executed.

FISCAL IMPACT:

Funding is included in SCAG's FY 2013-14 Overall Work Program (OWP) Budget. Staff's work budget for the current fiscal year are included in FY 2013-14 OWP 065.SCG02663.02.

ATTACHMENT:

Summary Progress Chart

SCAG Sustainability Planning Grants

March 19, 2014 Regional Council Progress Update

Working / Last							
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract
Phase 1 (Available funds FY 13-14)							
1	San Bernardino County	Bloomington Area Valley Blvd. Specific Plan Health and Wellness Element - Public health; Active transportation; Livability; Open space	x	x	x	x	x
2	Los Angeles - Department of City Planning	Van Nuys & Boyle Heights Modified Parking Requirements - Economic development; TOD; Livability	x	x	x	x	x
3	Los Angeles - Department of City Planning	Bicycle Plan Performance Evaluation - Active transportation; performance measures	x	x	x		
4	Western Riverside Council of Governments	Public Health: Implementing the Sustainability Framework - Public health; Multi-jurisdiction coordination; Sustainability	x	x	x		
5	Santa Ana	Complete Streets Plan - Complete streets; Active transportation; Livability	x	x	x	x	
6	San Bernardino Associated Governments	Climate Action Plan Implementation Tools - GHG reduction; Multi-jurisdiction coordination; Implementation	x	x	x	x	x
7	Riverside	Restorative Growthprint Riverside - GHG reduction; Infrastructure investment; Economic development	x	x	x	x	
8	Orange County Parks	Orange County Bicycle Loop - Active transportation; Multi-jurisdictional; Public health	x	x	x	x	x
9	Ventura County	Connecting Newbury Park - Multi-Use Pathway Plan - Active transportation; Public health; Adaptive re-use	x	x	x	x	x
10	Imperial County Transportation Commission	Safe Routes to School Plan - Multi-modal; Active transportation	x	x			

Working / Last								
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract	
11	Yucaipa	College Village/Greater Dunlap Neighborhood Sustainable Community - Complete Streets; TOD	x	x	x	x		
12	Las Virgenes-Malibu Council of Governments	Multi-Jurisdictional Regional Bicycle Master Plan - Active transportation; Public health; Adaptive re-use	x	x	x	x	x	
13	Eastvale	Bicycle & Pedestrian Master Plan - Active Transportation	x	x	x	x		
14	West Covina	Downtown Central Business District - Multi-modal; Active transportation	x					
15	Placentia	General Plan/Sustainability Element & Development Code Assistance - General Plan Update; Sustainability Plan	x	x	x	x	x	
16	Paramount/Bellflower	Regional Bicycle Connectivity - West Santa Ana Branch Corridor - Active transportation; multi-jurisdiction	x	x	x			
17	Costa Mesa	Implementation Plan for Multi-Purpose Trails - Active Transportation	x	x	x	x	x	
Phase 2 (Available funds)								
18	Fullerton	East Wilshire Avenue Bicycle Boulevard - Active transportation; Livability; Demonstration project	x					
19	Beaumont	Climate Action Plan - GHG reduction	x	x	x			
20	Palm Springs	Sustainability Master Plan Update - Leverages larger effort; commitment to implement	x					
21	Big Bear Lake	Rathbun Corridor Sustainability Plan - Multi-modal; Economic development; Open space	x	x				
22	Western Riverside Council of Governments	Land Use, Transportation, and Water Quality Planning Framework - Integrated planning, Sustainability	x					
23	Anaheim	Bicycle Master Plan Update - Active transportation	x	x	x	x		

Working / Last							
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract
24	Ontario	Ontario Airport Metro Center - Multi-modal; Visualization; Integrated planning	x				
25	Coachella Valley Association of Governments	CV Link Health Impact Assessment - Active transportation; Public health; Multi-jurisdiction	x	x	x		
26	San Bernardino Associated Governments	San Bernardino Countywide Complete Streets Strategy - Multi-modal; Livability; Multi-jurisdiction	x				
27	Chino Hills	Climate Action Plan and Implementation Strategy - GHG reduction; Implementation; Sustainability	x	x	x		
28	Coachella	La Plaza East Urban Development Plan - Mixed-use, TOD, Infill	x	x			
29	South Bay Bicycle Coalition/Hermosa, Manhattan, Redondo	Bicycle Mini-Corral Plan - Active transportation; implementable; good value	x				
30	Hawthorne	Crenshaw Station Area Active Transportation Plan and Overlay Zone - Multi-modal; Active transportation; GHG reduction	x				
31	Chino	Bicycle & Pedestrian Master Plan - Multi-modal; Active transportation	x	x	x		
32	Stanton	Green Planning Academy - Innovative; Sustainability; Education & outreach	Oct-13				
33	Hermosa Beach	Carbon Neutral Plan - GHG reduction; Sustainability	Oct-13				
34	Palm Springs	Urban Forestry Initiative - Sustainability; Unique; Resource protection	x				
35	Orange County	"From Orange to Green" - County of Orange Zoning Code Update - Sustainability; implementation	x				
36	Calimesa	Wildwood and Calimesa Creek Trail Master Plan Study - Active transportation; Resource protection	x				

Working / Last								
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract	
37	Western Riverside Council of Governments	Climate Action Plan Implementation - GHG Reduction; Multi-jurisdiction; implementation	x	x	x			
38	Lynwood	Safe and Healthy Community Element - Public health & safety, General Plan update	x	x	x			
39	Palmdale	Avenue Q Feasibility Study - Mixed-use; Integrated planning	x	x				
40	Long Beach	Willow Springs Wetland Habitat Creation Plan - Open Space; Resource protection	x					
41	Indio	General Plan Sustainability and Mobility Elements - Sustainability; Multi-modal, General Plan update	x	x				
42	Glendale	Space 134 - Open space/Freeway cap; Multi-modal	x					
43	Rancho Palos Verdes/City of Los Angeles	Western Avenue Corridor Design Implementation Guidelines - Urban Infill; Mixed-use; Multi-modal	x	x	x			
44	Moreno Valley	Nason Street Corridor Plan - Multi-modal; Economic development	x	x	x			
Phase 3 (Pending additional funds)								
45	Park 101/City of Los Angeles	Park 101 District - Open space/Freeway cap; Multi-modal	Oct-13					
46	Los Angeles/San Fernando	Northeast San Fernando Valley Sustainability & Prosperity Strategy - Multi-jurisdiction; Economic development; Sustainability	x					
47	San Dimas	Downtown Specific Plan - Mixed use; Infill	Oct-13					
48	Los Angeles - Department of City Planning	CEQA Streamlining: Implementing the SCS Through New Incentives - CEQA streamlining	Oct-13					
49	Pico Rivera	Kruse Road Open Space Study - Open space; Active transportation	Oct-13					

Working / Last								
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract	
50	South Bay Cities Council of Governments	Neighborhood-Oriented Development Graphics - public outreach	Oct-13					
51	San Bernardino Associated Governments	Safe Routes to School Inventory - Active transportation; Public health	Oct-13					
52	Burbank	Mixed-Use Development Standards - Mixed use; Urban infill	x					
53	San Bernardino Associated Governments	Countywide Habitat Preservation/Conservation Framework - Open Space; Active Transportation	Oct-13					
54	Rancho Cucamonga	Healthy RC Sustainability Action Plan - Public health; implementation	x					
55	Pasadena	Form-Based Street Design Guidelines - Complete Streets; Multi-modal; Livability	x					
56	South Gate	Gateway District/Eco Rapid Transit Station Specific Plan - Land Use Design; Mixed Use; Active Transportation	Oct-13					
57	Lancaster	Complete Streets Master Plan - Complete Streets Plan	x					
58	Rancho Cucamonga	Feasibility Study for Relocation of Metrolink Station - Transit Access	Oct-13					
59	Santa Clarita	Soledad Canyon Road Corridor Plan - Land Use Design; Mixed Use Plan	Oct-13					
60	Seal Beach	Climate Action Plan - Climate Action Plan	x					
61	La Mirada	Industrial Area Specific Plan - Land Use Design	Oct-13					
62	Hemet	Downtown Hemet Specific Plan - Land Use Design; Mixed Use Plan	x					
63	Hollywood Central Park/City of Los Angeles	Hollywood Central Park EIR - Open Space/Freeway Cap; Multi-modal	Oct-13					
64	Desert Hot Springs	Bicycle/Pedestrian Beltway Planning Project - Active Transportation	x					

Working / Last								
Rank	Applicant	Project	Contact	Scope	RFP	Selection	Contract	
65	Cathedral City	General Plan Update - Sustainability - General Plan Update; Sustainability Plan	Oct-13					
66	Westminster	General Plan Update - Circulation Element - General Plan Update; Complete Streets	x					
67	La Canada Flintridge	Climate Action Plan - Climate Action Plan	Oct-13					
68	Huntington Beach	Neighborhood Electric Vehicle Plan - Electric Vehicle	Oct-13					
69	Pasadena	Green House Gas (GHG) Emission Reduction Evaluation Protocol - Climate Action Plan	Oct-13					
70	San Bernardino Associated Governments	Countywide Bicycle Route Mobile Application - Active Transportation	Oct-13					
71	Dana Point	General Plan Update - General Plan Update	Oct-13					
72	Garden Grove	RE:IMAGINE Downtown - Pedals & Feet - Active Transportation; Infill	x					
73	Barstow	Housing Element and Specific Plan Update - Housing; Land Use Design	Oct-13					

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DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

For Information Only - No Action Required.

STRATEGIC PLAN:

This item supports SCAG'S Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

BACKGROUND:

SCAG executed the following Purchase Orders (PO's) between \$5,000 and \$200,000

<u>Vendor</u>	<u>PO Purpose</u>	<u>PO Amount</u>
Daily Journal Corporation	Public notice publications	\$24,408
Coalition for America's Gateway & Trade Cor.	SCAG membership	\$6,500

SCAG executed the following Contracts between \$25,000 and \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Vasquez & Company LLP (14-018-C1)	The Consultant shall provide auditing services for SCAG, including but not limited to, performing SCAG financial audit and a Single Audit.	\$195,000
Stantec Consulting Services, Inc. (14-001-B08)	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for Orange County. Specifically, the consultant shall conduct planning-level analysis of five discrete segments which would fill in gaps and complete a continuous Class I bicycle facility around the western (Districts 1 & 2) and northeastern (District 3) part of Orange County. The Orange County Bicycle Loop will link existing regional bikeways such as the Santa River Bikeway, Coastal Highway and the San Gabriel River Bikeway to improve regional bicycle transportation.	\$179,630

REPORT

SCAG executed the following Contracts between \$25,000 and \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
KTU+A, Inc. (14-001-B17)	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the City of Costa Mesa. Specifically, the consultant shall develop a plan for improving the City's infrastructure for all modes of transportation including bicycles and pedestrians (a multi-purpose trails study). The study covers the existing maintenance roads along the Paularino and Santa Ana Delhi Flood Control Channels, the Adams Avenue Corridor that provides a connection between the bicycle trails at Fairview Park and Harbor Boulevard, and the trail through the Orange Coast College.	\$161,927
RBF Consulting (14-001-B15)	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the City of Placentia. Specifically, the consultant shall develop the Sustainability Element within the City's General Plan, and provide development code assistance.	\$99,869
Atkins North America, Inc. (14-001-B06)	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the San Bernardino Associated Governments (SANBAG). Specifically, the consultant shall develop climate action plan implementation tools (i.e. GHG emission reduction strategies).	\$99,472
Questa Engineering Corporation (14-001-B09)	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the County of Ventura. Specifically, the consultant shall provide the County of Ventura a planning and implementation study on options for opening the South Branch of the Conejo Arroyo channel for active transportation public use.	\$42,974
Cal Poly Pomona Foundation, Inc. (14-002-C1)	The consultant will conduct a case study of land use scenario planning for a selected city, as well as land use scenario development and simulation. For the case study of land use scenario planning, the consultant will perform land use scenario methodology and software review, identify priority development areas (PDA) within the high quality transit area (HQTA), collect and allocate socio-demographic data to parcels, and conduct	\$31,883

REPORT

SCAG executed the following Contracts between \$25,000 and \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
	land use Strength, Weakness, Opportunities, Threats (SWOT) analysis.	

SCAG executed the Amendment between \$5,000 and \$74,999

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
Data, Products, Research & Systems (12-030-C1)	The purpose of this amendment is to fund additional work staff requires and member cites requested for maintaining the existing Geodatabase and enhancing the data warehouse database to support new GIS applications .	\$43,829

FISCAL IMPACT:

Funding is available in the FY 2013-14 budget.

ATTACHMENT:

Contract Summaries

CONSULTANT CONTRACT 14-018-C1

Recommended Consultant:	Vasquez & Company LLP									
Background & Scope of Work:	SCAG is required to have a financial audit and a Single Audit annually. These audits must be performed by a Certified Financial Accountant licensed in California. Additionally, the audit must be performed in accordance with Generally Accepted Government Auditing Standards. Therefore, staff procured a consultant to perform these services.									
Project’s Benefits & Key Deliverables:	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• Providing Comprehensive Annual Financial Report (CAFR) and Single Audit Report auditor opinions;• Increasing the public’s confidence in the financial statements released by SCAG;• Increasing the ability to safeguard SCAG’s assets; and• Providing assurance that SCAG’s control environment is adequate.									
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.									
Contract Amount:	Total not-to-exceed Vasquez & Company (prime consultant)	\$195,000								
Contract Period:	Notice-to-proceed through May 15, 2015 with an option to renew for 2 subsequent years (for a total of three years, \$65,000 each year).									
Project Number:	810.0120.08 \$195,000 Funding sources: Indirect Cost budget									
Request-for-Proposal (RFP):	SCAG staff notified 116 firms of the release of RFP 14-018 via SCAG’s bid management system. A total of 16 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation: <table><tr><td>Vasquez & Company (no subconsultants)</td><td>\$195,000</td></tr><tr><td>Simpson & Simpson (no subconsultants)</td><td>\$201,526</td></tr><tr><td>BCA Watson Rice (1 subconsultant)</td><td>\$213,239</td></tr><tr><td>Brown Armstrong (no subconsultants)</td><td>\$240,960</td></tr></table>		Vasquez & Company (no subconsultants)	\$195,000	Simpson & Simpson (no subconsultants)	\$201,526	BCA Watson Rice (1 subconsultant)	\$213,239	Brown Armstrong (no subconsultants)	\$240,960
Vasquez & Company (no subconsultants)	\$195,000									
Simpson & Simpson (no subconsultants)	\$201,526									
BCA Watson Rice (1 subconsultant)	\$213,239									
Brown Armstrong (no subconsultants)	\$240,960									
Selection Process:	The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) highest ranked offerors. The PRC consisted of the following individuals: Basil Panas, CFO, SCAG Cheryl Viegas-Walker, 2 nd Vice President, SCAG Regional Council Richard Howard, Internal Auditor, SCAG Ranjini Zucker, Senior Contracts Administrator									

Basis for Selection: The PRC recommends Vasquez & Company for the contract award because the consultant did all of the following:

- Demonstrated substantial audit experience with agencies similar to SCAG and offered an audit team that included that experience;
- Included a realistic timeline to complete the project; and
- Demonstrated the best understanding of the project by proposing solutions that meets SCAG's needs.

CONSULTANT CONTRACT 14-001-B08

Recommended Consultant:	Stantec Consulting Services, Inc.										
Background & Scope of Work:	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for Orange County. Specifically, the consultant shall conduct planning-level analysis of five discrete segments which would fill in gaps and complete a continuous Class I bicycle facility around the western (Districts 1 & 2) and northeastern (District 3) part of Orange County. The Orange County Bicycle Loop will link existing regional bikeways such as the Santa River Bikeway, Coastal Highway and the San Gabriel River Bikeway to improve regional bicycle transportation.										
Project’s Benefits & Key Deliverables:	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• A plan to analyze and solve key gaps in a regional scale multi-modal transportation loop in North and West Orange County; and• Development of inter-agency collaboration between multiple member jurisdictions in order to leverage future active transportation investments.										
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.										
Contract Amount:	Total not-to-exceed		\$179,630								
	Stantec Consulting Services, Inc. (prime consultant)		\$153,537								
	Alta Planning & Design (subconsultant)		\$26,093								
Contract Period:	March 7, 2014 through March 7, 2015										
Project Number:	065.SCG0137.01	\$55,385									
	065.SCG0137.01	\$124,245									
	Funding sources: Consolidated Planning Grant – FTA and TDA										
Request-for-Proposal (RFP):	SCAG staff notified 1,575 firms of the release of RFP 14-001-B08. Staff also advertised the RFP in the American Planning Association’s website and in the Urban Transportation Monitor, and posted it on SCAG’s bid management system. A total of 62 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation: <table><tr><td>Stantec Consulting Services, Inc. (1 subconsultant)</td><td>\$179,630</td></tr><tr><td>KTU&A (1 subconsultant)</td><td>\$179,765</td></tr><tr><td>SWA Group (1 subconsultant)</td><td>\$240,751</td></tr><tr><td>KOA Corporation (3 subconsultants)</td><td>\$250,554</td></tr></table>			Stantec Consulting Services, Inc. (1 subconsultant)	\$179,630	KTU&A (1 subconsultant)	\$179,765	SWA Group (1 subconsultant)	\$240,751	KOA Corporation (3 subconsultants)	\$250,554
Stantec Consulting Services, Inc. (1 subconsultant)	\$179,630										
KTU&A (1 subconsultant)	\$179,765										
SWA Group (1 subconsultant)	\$240,751										
KOA Corporation (3 subconsultants)	\$250,554										
Selection Process:	The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interview the three (3) highest ranked offerors.										

The PRC consisted of the following individuals:

Marco Anderson, Senior Regional Planner, SCAG

Jeff Dickman, Planner IV, County of Orange

Tuan Richardson, Design Technician, Orange County Parks

Clayton Whisenant, Program Manager, Orange County Parks

Basis for Selection: The PRC recommended Stantec Consulting Services, Inc., for the contract award because the consultant:

- Proposed the lowest price;
- Proposed the best and most comprehensive services, specifically in regards to inter-agency collaboration, public outreach, and cost estimation services;
- Presented the best understanding of the balance between bike path planning, cost estimation and basic stakeholder engagement and the County's need for practical and achievable proposed projects;
- Demonstrated the most experience with projects of similar size and scope by identifying projects that specifically addressed challenging bike connectivity gaps. They also addressed the fact that their main focus is planning projects that result in built paths in physically challenging contexts; and
- Demonstrated the most innovative approach to planning advanced bike infrastructure by addressing the engineering and regulatory challenges faced by agencies like the County of Orange. They also proposed the most effective approach to inter-agency collaboration and stakeholder outreach while identifying specific experience with the agencies that they will be working with during the project.

CONSULTANT CONTRACT 14-001-B17

**Recommended
Consultant:**

KTU+A, Inc.

**Background &
Scope of Work:**

The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the City of Costa Mesa. Specifically, the consultant shall develop a plan for improving the City's infrastructure for all modes of transportation including bicycles and pedestrians (a multi-purpose trails study). The study covers the existing maintenance roads along the Paularino and Santa Ana Delhi Flood Control Channels, the Adams Avenue Corridor that provides a connection between the bicycle trails at Fairview Park and Harbor Boulevard, and the trail through the Orange Coast College.

**Project's Benefits
& Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to:

- A plan improving the infrastructure for all modes of transportation including bicycles and pedestrians in the Circulation Element of the City's General Plan; and
- Development of a Master Plan of Bikeways consistent with the 2012-2035 Regional Transportation Plan and Sustainable Communities Strategy (SCS) that will help promote active transportation locally within the City and regionally.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Contract Amount:

Total not-to-exceed	\$161,927
KTU+A (prime consultant)	\$92,711
First Carbon Solutions (subconsultant)	\$21,003
IBI (subconsultant)	\$48,213

Note: KTU+A originally proposed \$169,941, but staff negotiated the price down to \$161,927 without reducing the scope of work.

Contract Period:

March 10, 2014 through April 30, 2015

Project Number:

065.SCG00137.01 \$91,357
800.SCG00160.04 \$70,570

Funding sources: Consolidated Planning Grant – FTA, TDA and General Fund

**Request-for-Proposal
(RFP):**

SCAG staff notified 1,572 firms of the release of RFP No. 14-001-B17. Staff also advertised the RFP on the American Planning Association's website, and on SCAG's bid management system. A total of 107 firms downloaded the RFP. SCAG received the following five (5) proposals in response to the solicitation:

KTU+A (2 subconsultants)	\$169,941
RBF Consulting(no subconsultant)	\$168,085
Alta Panning Inc.(2 subconsultants)	\$169,582
Melendrez (2 subconsultants)	\$189,199
Lynn Capouya, Inc.(2 subconsultants)	\$291,768

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) offerors.

The PRC consisted of the following individuals:

Marco Anderson, Senior Regional Planner, SCAG

Pritam Deshmukh, Associate Civil Engineer, City of Costa Mesa

Raja Sethuraman, Transportation Services Manager, City of Costa Mesa

Basis for Selection: The PRC recommended KTU+A for the contract award because the consultant:

- Demonstrated the most comprehensive technical approach that will address all tasks and deliverables described in the scope of work;
- Was able to respond with specific sets of actions that it would take to complete the deliverables detailed in the scope of work which was lacking in the responses of other; and
- Demonstrated the best approach to the outreach and planning aspects of the project. In its proposal and interview they showcased the best specific examples of tools and techniques for visualization of bikeway infrastructure.

Although KTU+A was not the lowest proposer, they demonstrated the best understanding of multi-jurisdictional trails path management and provided the best value to SCAG and the City.

CONSULTANT CONTRACT 14-001-B15

Recommended Consultant: RBF Consulting

Background & Scope of Work: The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the City of Placentia. Specifically, the consultant shall develop the Sustainability Element within the City's General Plan, and provide development code assistance.

Project's Benefits & Key Deliverables: The project's benefits and key deliverables include, but are no limited to:

- Providing the City of Placentia with an adopted vision and strategy to guide sustainability for the next 20 years;
- Developing a Sustainability Element document, including complete streets and a transportation oriented development district; and
- Providing content for the City's website.

Strategic Plan: This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Contract Amount:	Total not-to-exceed	\$99,869
	RBF Consulting (prime consultant)	\$82,405
	Kosmont Companies (subconsultant)	\$17,464

Contract Period: February 26, 2014 through December 31, 2014

Project Number: 065.SCG00137.01 \$107,020
Funding sources: Consolidated Planning Grant – FTA and TDA

Request-for-Proposal (RFP): SCAG staff notified 2,029 firms of the release of RFP No. 14-001-B15. Staff also advertised the RFP on the American Planning Association's website, The Urban Transportation Monitor's website, and on SCAG's bid management system. A total of 112 firms downloaded the RFP. SCAG received the following five (5) proposals in response to the solicitation:

RBF Consulting (1 subconsultant)	\$99,869
Sapphos Environmental, Inc. (no subconsultants)	\$104,614
The Planning Center DC&E (no subconsultants)	\$122,392
Forma / Iteris (no subconsultants)	\$145,591
Raimi + Associates (2 subconsultants)	\$149,831

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) highest ranked firms.

The PRC consisted of the following individuals:

Grieg Asher, Program Manager, SCAG
Mike McConaha, Senior Management Analyst, City of Placentia
Marlon Regisford, Associate Transportation Planner, Caltrans – District 12
Robyn Uptegraff, Interim Assistant City Administrator, City of Placentia

Basis for Selection: The PRC recommended RBF Consulting for the contract award because the consultant submitted:

- The lowest cost proposal; and
- The most responsive proposal to meet the City's needs in refining the development code, development of complete streets and active transportation planning, and development of a long-term sustainability vision.

CONSULTANT CONTRACT 14-001-B06

Recommended Consultant:	Atkins North America, Inc.								
Background & Scope of Work:	The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the San Bernardino Associated Governments (SANBAG). Specifically, the consultant shall develop climate action plan implementation tools (i.e. GHG emission reduction strategies).								
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Green House Gas (GHG) emissions monitoring tool, and development review process guideline;• CAP implementation and tool training session;• Screening tables tracking tool and templates; and• Stakeholder meetings and agendas, presentations, and training.								
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.								
Contract Amount:	Total not-to-exceed		\$99,472						
	Atkins North America, Inc. (prime consultant)		\$59,283						
	ICF (subconsultant)		\$40,189						
Contract Period:	February 25, 2014 through December 31, 2014								
Project Number:	220.SCG2666.01	\$49,736							
	266.SCG0715.02	\$49,736							
	Funding sources: Strategic Growth Council and SANBAG Local Cash Match								
Request-for-Proposal (RFP):	<p>SCAG staff notified 998 firms of the release of RFP No. 14-001-B06. Staff also advertised the RFP on SCAG’s bid management system. A total of 67 firms downloaded the RFP. SCAG received the following proposals in response to the solicitation:</p> <table><tr><td>Atkins North America, Inc. (1 subconsultant)</td><td>\$99,472</td></tr><tr><td>Pacific Municipal Consultants (no subconsultants)</td><td>\$49,999</td></tr><tr><td>The Cadmus Group, Inc. (no subconsultants)</td><td>\$249,942</td></tr></table>			Atkins North America, Inc. (1 subconsultant)	\$99,472	Pacific Municipal Consultants (no subconsultants)	\$49,999	The Cadmus Group, Inc. (no subconsultants)	\$249,942
Atkins North America, Inc. (1 subconsultant)	\$99,472								
Pacific Municipal Consultants (no subconsultants)	\$49,999								
The Cadmus Group, Inc. (no subconsultants)	\$249,942								
Selection Process:	<p>The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed all three (3) offerors.</p> <p>The PRC consisted of the following individuals:</p> <p>Grieg Asher, Program Manager I, SCAG Mike Kellison, Senior Planner, City of Chino</p>								

Daniel Kopulsky, Chief, Office of Community and Regional Planning, Caltrans
Josh Lee, Transportation Planning Analyst, SANBAG
Jim Miller, Community Development Director, City of Big Bear Lake
Steve Smith, Director of Planning, SANBAG

Basis for Selection: The PRC recommended Atkins North America for the contract award because the consultant:

- Most clearly demonstrated their understanding of the products needed for the development of the CAP implementation tools and provided specific examples of emission reduction strategies such as web-based surveys, stakeholder workshops, and creation of a screening tool; and
- Most clearly demonstrated their experience in local climate action plans in California.

Although, one firm proposed a lower cost; they were deficient in the following areas:

- Submitted a generic proposal which did not provide sufficient details or examples of successful emission reduction strategies, and stakeholder engagement tools; and
- Did not clearly demonstrate their ability to perform the tasks for this project.

CONSULTANT CONTRACT 14-001-B09

**Recommended
Consultant:**

Questa Engineering Corporation

**Background &
Scope of Work:**

The consultant shall provide consultant services for an approved Sustainability Planning Grant Program for the County of Ventura. Specifically, the consultant shall provide the County of Ventura a planning and implementation study on options for opening the South Branch of the Conejo Arroyo channel for active transportation public use.

**Project's Benefits
& Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to:

- A plan for implementing a multi-modal Class 1 pathway by converting an existing maintenance road to provide non-motor vehicle transportation alternatives, such as bicycle, pedestrian and Americans with Disabilities Act (ADA) access;
- The resulting trail will create a safe and healthy alternative to vehicular traffic that will incorporate strategies contained in the 2012-2035 RTP/SCS to confront congestion and mobility issues; and
- The plan will incorporate the potential for cross-jurisdictional collaboration between the County of Ventura, the Ventura County Watershed Protection District, the Conejo Recreation and Park District and the City of Thousand Oaks.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Contract Amount:

Total not-to-exceed	\$42,974
Questa Engineering Corporation (prime consultant)	\$30,923
Rincon Consultants (subconsultant)	\$12,051

Contract Period:

February 27, 2014 through December 31, 2014

Project Number:

065-SCG00137.01 \$42,974
Funding sources: Consolidated Planning Grant – FTA and TDA

**Request for Proposal
(RFP):**

SCAG staff notified 1,574 firms of the release of RFP 14-001-B09. Staff also advertised the RFP in the American Planning Association's website and SCAG's bid management system. A total of 75 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

Questa Engineering Corporation (1 subconsultant)	\$42,974
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After receiving only one proposal, staff surveyed 73 firms that downloaded the RFP to determine why each did not submit a proposal. Twenty-four firms responded to staff's inquiry, which disclosed the main reason these firms did not respond was they did not have the required expertise.

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the one proposal, the PRC did not conduct an interview because the proposal contained sufficient information to base a contract award.

The PRC consisted of the following individuals:

Peter Brandenburg, Program Manager, SCAG
Melanie Bradford, Transportation Planner, Caltrans
Theresa Lubin, Parks Manager, County of Ventura

Basis for Selection: The PRC recommended Questa Engineering Corporation for the contract award because the consultant:

- Submitted a cost proposal within the budget;
- Demonstrated a comprehensive technical approach that will address all tasks and deliverables described in the RFP scope of work; and
- Demonstrated past successful experience working in similar contexts on similar issues, including multi-modal trail planning throughout California.

CONSULTANT CONTRACT 14-002-C1

**Recommended
Consultant:**

Cal Poly Pomona Foundation, Inc.

**Background &
Scope of Work:**

As part of SCAG's planning efforts to address a major regional challenge of how to coordinate land use planning with transportation investments to improve mobility, decrease congestion, improve the quality of life, and increase regional economic competitiveness, SCAG is seeking planning professionals to conduct advanced planning and research on selected planning topics.

The consultant will conduct a case study of land use scenario planning for a selected city, as well as land use scenario development and simulation. For the case study of land use scenario planning, the consultant will perform land use scenario methodology and software review, identify priority development areas (PDA) within the high quality transit area (HQTa), collect and allocate socio-demographic data to parcels, and conduct land use Strength/Weakness/Opportunities/Threats (SWOT) analysis.

**Project's Benefits
& Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to:

- Demonstrating methods and models of how to coordinate land use planning with transportation investments to improve mobility, decrease congestion, improve the quality of life, and increase regional economic competitiveness;
- A case study of land use scenario planning- data collection for land use scenarios, the allocation of population and employment to parcels; and
- A case study of land use scenario development and simulation-development of future land use scenarios, calculation of performance measures for each scenario.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective 3: Maintain a Leadership Role in the Modeling and Planning Data/GIS Communities.

Contract Amount:

Total not-to-exceed

\$31,883

Cal Poly Pomona Foundation, Inc. (prime consultant)

Note: Cal Poly Pomona Foundation, Inc., originally proposed \$37,220, but staff negotiated the price down to \$31,883 without reducing the scope of work.

Contract Period:

January 6, 2014 through June 30, 2014

Project Number:

055SCG0133.05 \$31,883

Funding sources: Consolidated Planning Grant – FHWA and TDA

**Request-for-Proposal
(RFP):**

SCAG staff notified four firms of the release of Informal RFP 14-002-C1. SCAG received the following proposal in response to the solicitation:

Cal Poly Pomona Foundation, Inc. (no subconsultants)

\$37,220

After receiving only one proposal, staff surveyed the four firms that received the RFP to determine why each did not submit a proposal. One firm responded to staff's inquiry, and stated they did not respond because they did not have sufficient time. Note that staff advertised this RFP for the standard 30 day period.

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposal, the PRC did not conduct interviews because the proposals contained sufficient information to base a contract award.

The PRC consisted of the following individuals:

Simon Choi, Chief of Research and Forecasting, SCAG

Ping Chang, Program Manager II, SCAG

Ying Zhou, Forecasting Program Manager, SCAG

Basis for Selection: The PRC recommended Cal Poly Pomona Foundation, Inc., for the contract award because the consultant:

- Quoted a realistic price to perform the scope of work;
- Was able to respond with specific sets of actions that they would take to complete the deliverables detailed in the scope of work. Specifically, the consultant proposed to work with the parcel level dataset, and identified priority development areas with land use SWOT analysis. Furthermore, the consultant will assess land use scenarios using the case study area and advanced Geographic Information System (GIS);
- Demonstrated an excellent understanding of the project; and
- Demonstrated a creative and effective approach to meet SCAG's requirements. Specifically, the consultant uses a student studio approach, which allows the consultant to closely work with a selected city to conduct land use scenario development and simulation.

CONTRACT 12-030-C1 AMENDMENT 4

Consultant: Data, Products, Research & Systems

Background & Scope of Work: On July 31, 2012, SCAG awarded Contract 12-030-C1 to Data, Products, Research & Systems (DPRS) to provide professional advanced Geographical Information System (GIS) services and support to help SCAG maintain and update its GIS data and Geodatabase management in a high quality manner.

The purpose of this amendment is to fund additional work staff requires and member cites requested for maintaining the existing Geodatabase and enhancing the data warehouse database to support new GIS applications.

Project's Benefits & Key Deliverables: The project's benefits and key deliverables include, but are not limited to:

- Enhanced Geodatabase containing SCAG's major GIS files;
- Providing five (5) intermediate and (5) advanced GIS training sessions to SCAG's member jurisdictions; and
- Updated GIS datasets, including counties, cities, parcels, traffic analysis zones, and subregions.

Strategic Plan: This item supports SCAG's Strategic Plan Goal 4: Develop, maintain and promote the utilization of state of the art models, information systems and communication technologies. Objective b: Develop, maintain and enhance data and information to support planning and design making in a timely and effective manner.

Amendment	Amendment 4	\$43,829
Amount:	Amendment 3 (administrative - no change to contract's value)	\$0
	Amendment 2 (administrative - no change to contract's value)	\$0
	Amendment 1 (administrative - no change to contract's value)	\$0
	Original contract value	<u>\$148,573</u>
	Total contract value is not-to-exceed	\$192,402

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 02/14/13) Section 8.3, it does not require the Regional Council's approval.

Contract Period: July 31, 2012 through June 30, 2014

Project Number: 045.SCG00142.12 \$43,829
Funding sources: Consolidated Planning Grant – FHWA, FTA and TDA

Basis for the Amendment: DPRS has currently provided GIS data cleanup and Geodatabase maintenance for SCAG under the contract and has gained tremendous experience and familiarity with the required tasks. This amendment supports the overall Regional Transportation Plan (RTP) goals for maintaining and promoting the utilization of state of the art application programs. The additional maintenance support of SCAGs Geodatabase and creation of the data warehouse database to support new GIS applications will enable SCAG users, member City users, and other public users to seamlessly access SCAG's GIS information through a browser based applications using the latest technologies. In the absence of this amendment, all GIS information will not be updated and managed for all GIS users, and the data warehouse will not be available for the new GIS applications. Consequently, staff and member Cities may not have the most relevant data to use for planning analyses.

REPORT

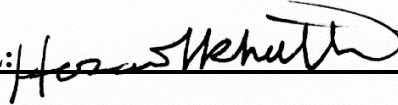
DATE: April 3, 2014

TO: Executive/Administration Committee (EAC)
Regional Council (RC)

FROM: Basil Panas, Chief Financial Officer; (213) 236-1817; panas@scag.ca.gov

SUBJECT: CFO Monthly Report

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Receive and File.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal, 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

AUDIT

The External Audit Services Proposal Review Committee completed its work and recommended to the Audit Committee on March 1, 2014 that Vasquez and Co., LLP, be retained to provide these services for one year, with two one-year options. A total of four (4) firms submitted proposals and Vasquez's proposal was the most responsive to SCAG's financial auditing needs.

MEMBERSHIP DUES

As previously reported, SCAG's dues collection for FY 2014-15 is almost complete. Only one (1) city in the SCAG region is not yet a member.

BUDGET

Caltrans recently announced the final FY 2014-15 CPG allocations. SCAG's FTA planning allocation was reduced by \$740,182, or 2.7%. Staff has prepared Amendment 4 to the FY 2014-15 budget to incorporate the budget changes required by this reduction to SCAG's revenues.

BUDGET & GRANTS (B&G):

B&G staff submitted the Draft FY 2014-15 Overall Work Program (OWP) to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Caltrans on March 27, 2014. Additionally, the Draft OWP is posted on SCAG's website for public review and comment. All comments on the OWP are due on or before April 1, 2014.

SCAG received Caltrans approval of FY 2013-14 Overall Work Program (OWP) Amendment 3 on February 19, 2014.

B&G staff received notification from FTA in regards to the extension deadline date for the FTA FY 2012-13 Low or No Emission Vehicle Deployment (LoNo) Grant Program. On March 10, 2014, FTA extended the deadline from March 10th to April 10th for application submittal for the FTA FY 2012-13 LoNo Grant Program. Consequently, SCAG, as the Designated Recipient for the large urbanized areas is now accepting applications thru April 3, 2014 for review before submitting to FTA on April 10, 2014.

REPORT

In collaboration with the planning staff, B&G staff prepared and submitted a grant application for the Strategic Growth Council's (SGC) Round 3 Sustainable Communities Planning Grant and Incentives Program on February 26, 2014. The grant application is a joint proposal with seven (7) local jurisdictions with SCAG as the lead applicant. The proposed overall theme of the application is: Integrated Planning for Livable, Sustainable & Health Communities in Southern California.

CONTRACTS:

In February 2014, the Contracts Department issued seven (7) Requests for Proposal (RFP's); nine (9) contracts; one (1) contract amendment; and 25 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 69 consultant contracts.

Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of February 2014, over \$47,053 in budget savings was realized, bringing the total fiscal year savings to approximately \$167,756.

ATTACHMENT:

February 2014 CFO Monthly Status Report



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

Office of the Chief Financial Officer

Monthly Status Report

FEBRUARY 2014



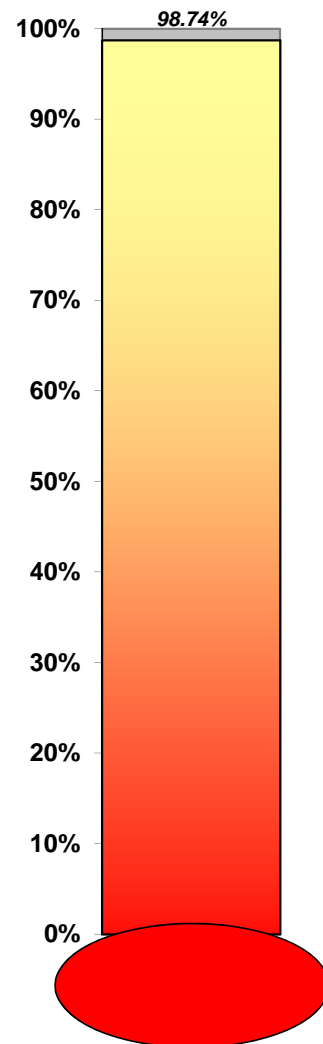
OVERVIEW

As of March 13, 2014, 188 cities have renewed their membership. Two (2) cities' dues have been waived and there is one (1) city in the SCAG region which is still being recruited for membership.

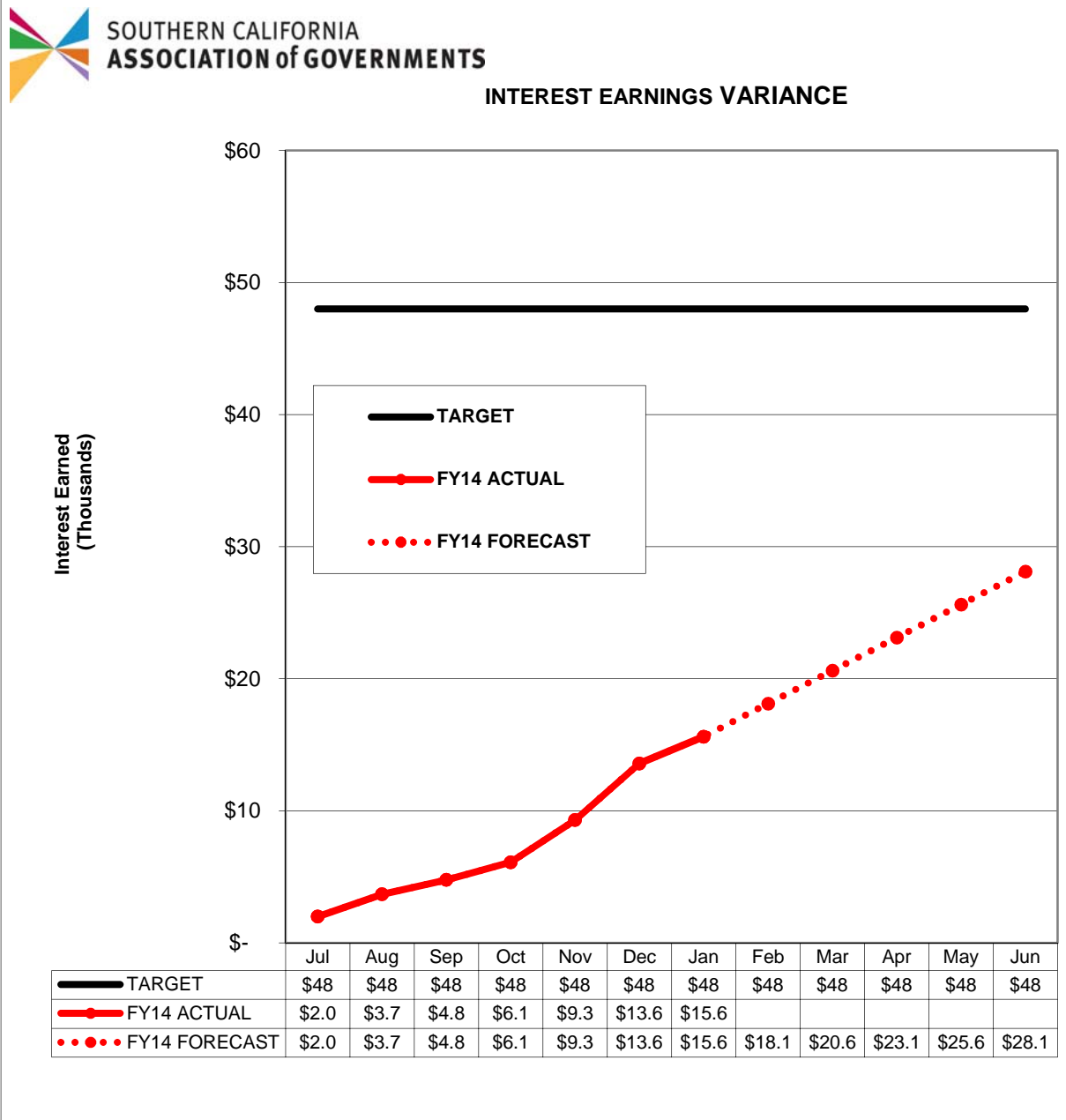
SUMMARY

FY14 Membership Dues	<u>\$1,857,847.00</u>
Total Collected	<u>\$1,834,522.00</u>
Percentage Collected	<u>98.74%</u>

FY14 Membership Dues Collected



Office of the CFO
Interest Earnings Variance



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through January was \$15,614. The LA County Pool earned 0.68% in January.

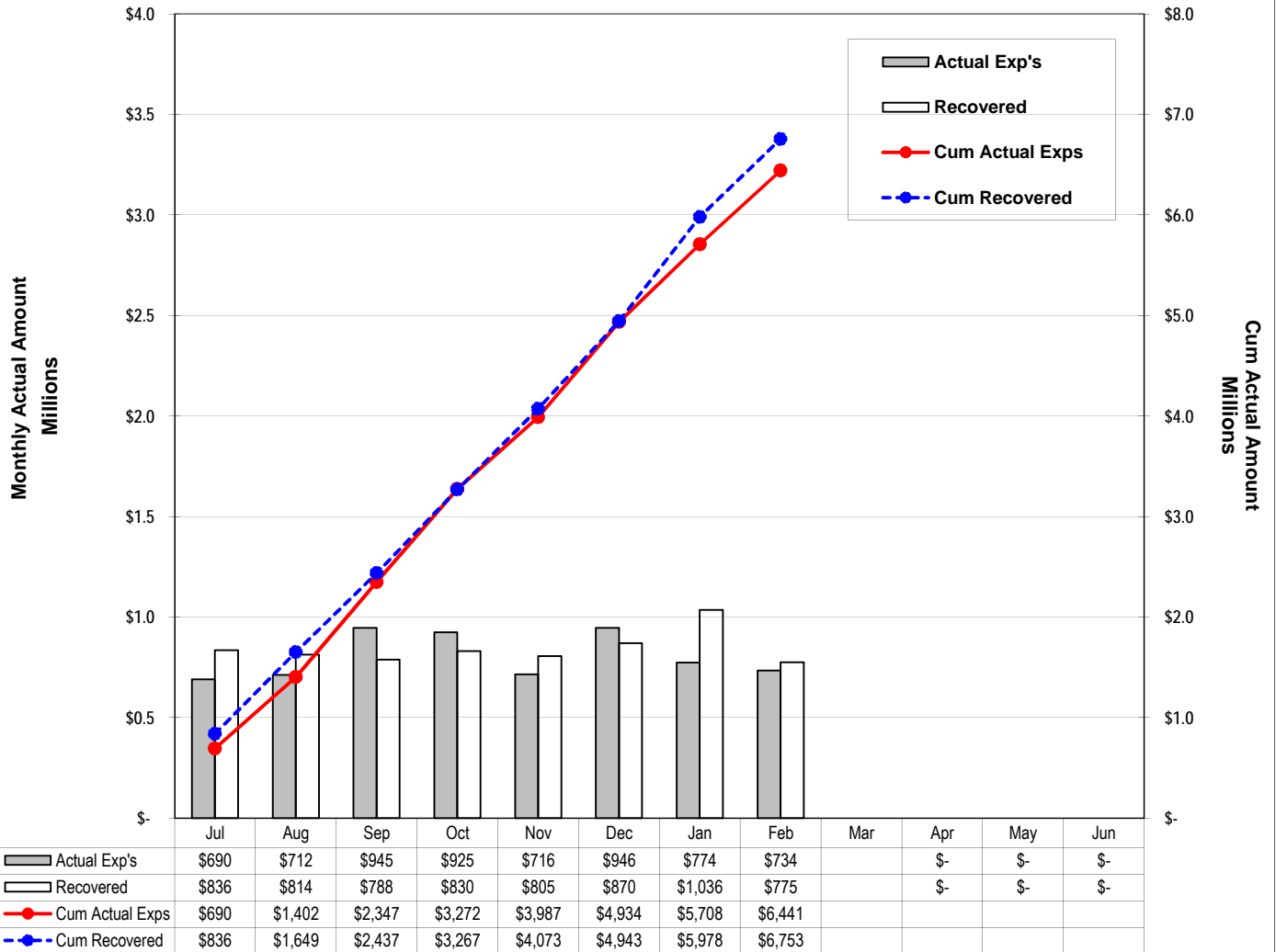
SUMMARY

The amount projected for FY14 is \$28,114, which is \$19,886 less than the target.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

FY14 INDIRECT COST & RECOVERY



OVERVIEW

A comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants.

SUMMARY

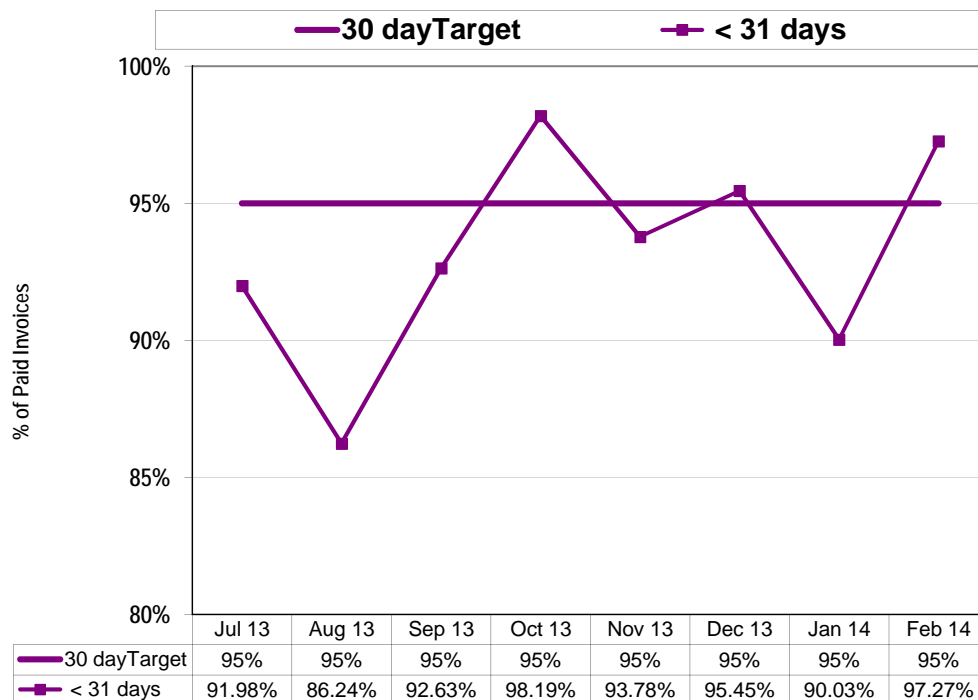
Through February 2014, SCAG was over-recovered by \$311,855 due to the IC budget being underspent.

Office of the CFO
Invoice Aging



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

INVOICE AGING



OVERVIEW

The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was met.

SUMMARY

97.27% of February 2014's payments were made within 30 days of invoice receipt.

At month-end, 13 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

SUMMARY

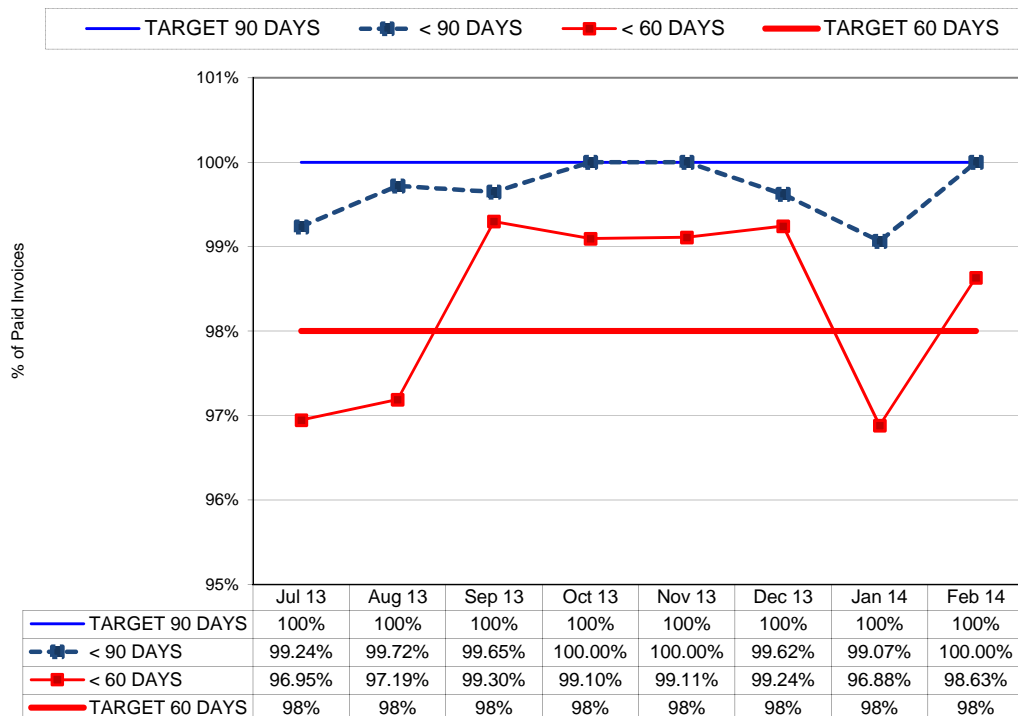
These goals were met during this period.

98.63% of February 2014's payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 5; 60-90 days: 3; >90 days: 2.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

	1/31/2014	2/28/2014	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 797,727	\$ 1,631,284		
LA County Investment Pool	\$ 10,532,746	\$ 10,032,746		
Cash & Investments	\$ 11,330,474	\$ 11,664,031	\$ 333,557	Cash ws received from outstanding receivables
Accounts Receivable	\$ 5,152,405	\$ 4,666,657	\$ (485,748)	Feb CPG billing was lower due to less consultant activity
Fixed Assets - Net Book Value	\$ 687,279	\$ 687,279	\$ -	No change
Total Assets	\$ 17,170,157	\$ 17,017,966	\$ (152,191)	
Accounts Payable	\$ (345,246)	\$ (123,324)	\$ 221,922	Fewer invoices were received in Feb.
Employee-related Liabilities	\$ (280,989)	\$ (286,978)	\$ (5,989)	Minimal change
Other Current Assets	\$ (969,951)	\$ (995,963)	\$ (26,011)	Minimal change
Deferred Revenue	\$ (634,652)	\$ (714,652)	\$ (80,000)	Received \$50K from SANBAG, and \$30K from LTI for Clean Cities Coalition
Total Liabilities and Deferred Revenue	\$ (2,230,838)	\$ (2,120,916)	\$ 109,922	
Fund Balance	\$ 14,939,319	\$ 14,897,050	\$ (42,269)	
			-	
WORKING CAPITAL				
	1/31/2014	2/28/2014	Incr (decr) to working capital	
Cash	\$ 11,330,474	\$ 11,664,031	\$ 333,557	
Accounts Receivable	\$ 5,152,405	\$ 4,666,657	\$ (485,748)	
Accounts Payable	\$ (345,246)	\$ (123,324)	\$ 221,922	
Employee-related Liabilities	\$ (280,989)	\$ (286,978)	\$ (5,989)	
Working Capital	\$ 15,856,644	\$ 15,920,386	\$ 63,742	

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through February 28, 2014



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	149,472	294,765	203,323		91,442	69.0%
2	51001 Allocated Indirect Costs	130,526	257,402	177,297		80,105	68.9%
3	54300 SCAG Consultants	324,000	253,711	59,388	194,323	0	23.4%
4	54340 Legal costs	25,000	135,000	24,990	110,010	0	18.5%
5	54350 Professional Services	120,000	13,500	11,319	2,181	0	83.8%
6	55441 Payroll, bank fees	13,000	13,000	3,641		9,359	28.0%
7	55510 Office Supplies		15,000	12,061	2,939	0	80.4%
8	55600 SCAG Memberships	135,300	83,789	29,723	20,000	34,066	35.5%
9	55610 Professional Membership		20,000	8,780	681	10,539	43.9%
10	55730 Capital Outlay	677,106	631,155	-		631,155	0.0%
11	55860 Scholarships		14,000	14,000		0	100.0%
12	55910 RC/Committee Meetings	50,000	-	-	0	0	
13	55914 RC General Assembly	330,000	330,000	15,234	265,611	49,155	4.6%
14	55915 Demographic Workshop		12,000	5,000	0	7,000	41.7%
15	55916 Economic Summit	-	64,951	64,951	0	0	100.0%
16	55917 Labor Summit	-	6,538	6,538		0	100.0%
17	55920 Other Meeting Expense	90,000	97,000	36,815	40,341	19,845	38.0%
18	55930 Miscellaneous other	319,374	89,735	12,057	17,209	60,468	13.4%
19	55940 Stipend - RC Meetings	180,000	180,000	103,090	0	76,910	57.3%
20	55972 Rapid Pay Fees	975	975	-		975	0.0%
21	56100 Printing	6,000	6,500	1,252		5,248	19.3%
22	58100 Travel - outside SCAG region	37,200	39,550	10,471	0	29,079	26.5%
23	58101 Travel - local	21,100	22,469	11,891	0	10,578	52.9%
24	58110 Mileage - local	14,000	15,000	10,742	0	4,258	71.6%
25	58150 Staff Lodging Expense	3,500	2,555	-		2,555	0.0%
26	58800 RC Sponsorships	66,400	66,400	53,300		13,100	80.3%
27	Total General Fund	2,692,953	2,664,995	875,863	653,295	1,135,837	32.9%
28				-			
29	Staff & Fringe Benefits	12,164,400	12,313,751	7,541,297		4,772,454	61.2%
30	51001 Allocated Indirect Costs	10,622,486	10,837,406	6,576,011		4,261,395	60.7%
31	54300 SCAG Consultants	11,818,643	13,937,628	1,799,569	9,776,952	2,361,107	12.9%
32	54350 Professional Services	889,000	944,000	290,483	498,493	155,024	30.8%
33	55210 Software Support	188,059	202,425	202,425	0	0	100.0%
34	55220 Hardware Support	120,000	120,000	12,021	4,255	103,724	10.0%
35	55280 Third Party Contribution	3,170,438	3,208,308	-	126,397	3,081,911	0.0%
36	55520 Graphic Supplies	30,000	30,000	1,465	2,650	25,885	4.9%
37	55620 Resource Materials - subscrib	205,000	347,485	45,837	23,393	278,255	13.2%
38	55810 Public Notices	28,000	28,000	-		28,000	0.0%
39	55830 Conference - Registration	10,500	10,500	6,980	2,725	795	66.5%
40	55920 Other Meeting Expense	96,000	168,326	6,499		161,827	3.9%
41	55930 Miscellaneous - other	135,953	366,614	27,692	13,354	325,568	7.6%
42	56100 Printing	105,000	109,000	7,591	0	101,409	7.0%
43	58100 Travel	170,700	200,052	55,703	0	144,349	27.8%
44	Total OWP	39,754,179	42,823,495	16,573,572	10,448,219	15,801,704	38.7%
45				-			
46	Comprehensive Budget	42,447,132	45,488,490	17,449,435	11,101,514	16,937,541	38.4%

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through February 28, 2014

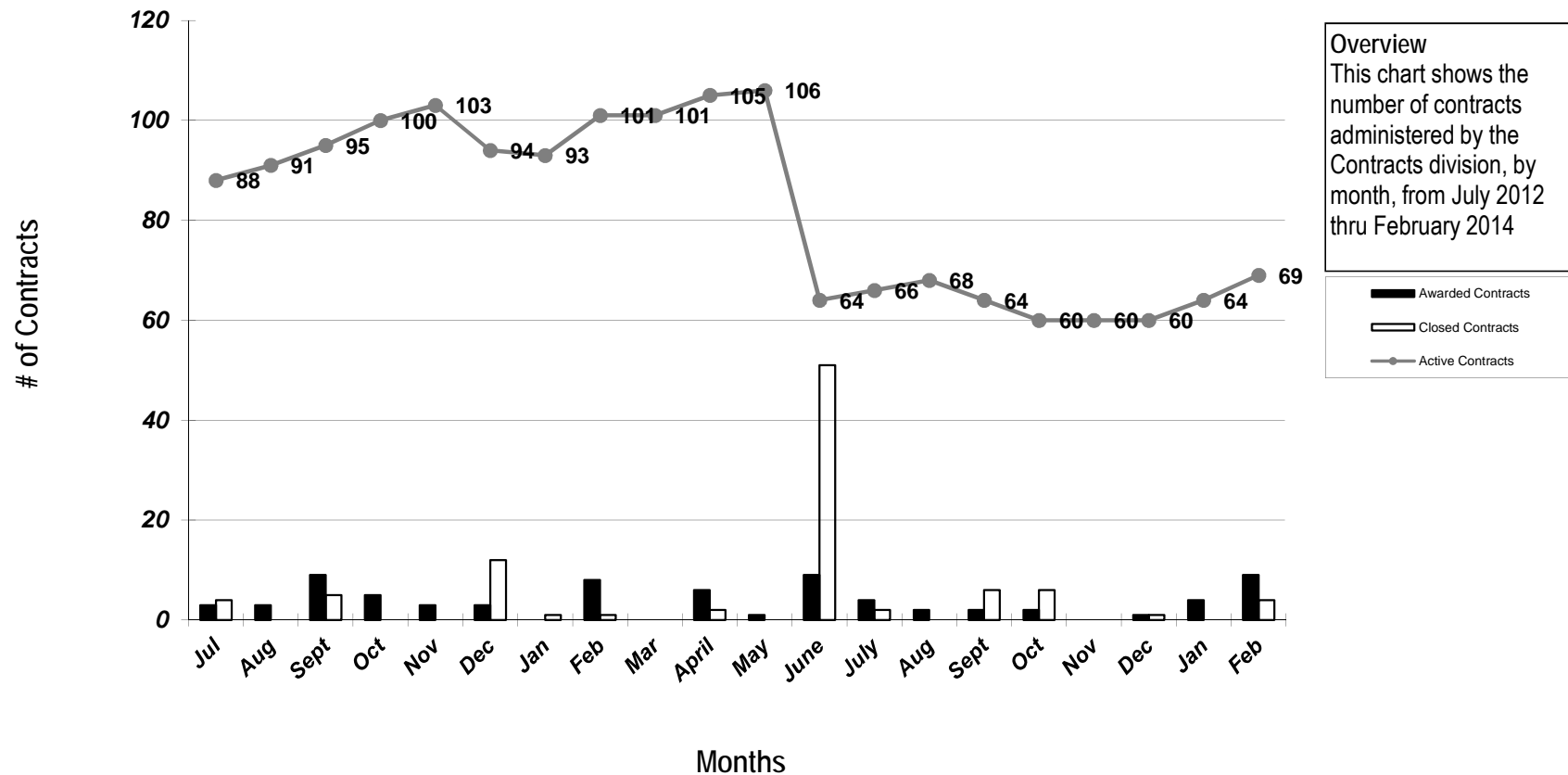


INDIRECT COST EXPENDITURES

			Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	3,435,840	3,454,500	2,142,425		1,312,075	62.0%
2	50013	Regular OT	-	3,500	2,602		898	74.3%
3	50014	Interns, Temps, Annuit	20,000	63,800	30,272		33,528	47.4%
4	50030	Severance	-	2,629	2,629		0	100.0%
5	51000	Allocated Fringe Benefits	2,407,072	2,421,986	1,588,836		833,150	65.6%
6	54300	SCAG Consultants	117,271	305,345	95,391	209,953	0	31.2%
7	54340	Legal	150,000	75,926	15,903	60,024	0	20.9%
8	54350	Prof Svcs	1,498,594	1,219,584	550,506	669,078	0	45.1%
9	55210	Software Support	343,305	368,747	262,316	106,431	0	71.1%
10	55220	Hardware Supp	98,512	69,499	56,715	12,784	0	81.6%
11	55230	Computer Maintenance		14,112	14,112	0	0	100.0%
12	55240	Repair & Maint Non-IT	20,000	24,718	24,718	0	0	100.0%
13	55270	Software Purchases	-	3,060	3,060		0	100.0%
14	55400	Office Rent 818 Offices	1,582,877	1,582,877	1,014,205	444,583	124,090	64.1%
15	55410	Office Rent Satellite	220,328	220,328	113,899	97,241	9,188	51.7%
16	55420	Equip Leases	117,979	117,979	48,344	64,584	5,051	41.0%
17	55430	Equip Repairs & Maint	35,000	23,623	12,128	11,494	0	51.3%
18	55440	Insurance *	(126,622)	(126,622)	97,827	1,216	(30,011)	-77.3%
19	55441	Payroll / Bank Fees	10,000	10,000	4,929		5,071	49.3%
20	55460	Mater & Equip < \$5,000	93,600	63,401	10,151	17,023	36,227	16.0%
21	55510	Office Supplies	130,000	112,615	45,589	67,026	0	40.5%
22	55530	Telephone	184,800	203,206	113,763	89,443	0	56.0%
23	55540	Postage	20,000	20,000	-	200	19,800	0.0%
24	55550	Delivery Services	8,500	8,500	2,973	5,527	0	35.0%
25	55600	SCAG Memberships	-	56,423	56,423	0	0	100.0%
26	55610	Prof Memberships	1,850	2,030	180	75	1,775	8.9%
27	55620	Res Mats/Subscrip	36,200	39,658	30,763	8,765	130	77.6%
28	55700	Deprec - Furn & Fixt	43,700	43,700	-		43,700	0.0%
29	55710	Deprec - Computer Equipment	95,000	95,000	-		95,000	0.0%
30	55720	Amortiz - Leasehold Improvements	5,300	5,300	-		5,300	0.0%
31	55800	Recruitment Notices	10,000	10,000	8,022	1,978	0	80.2%
32	55801	Recruitment - other	22,000	19,349	11,319	8,030	0	58.5%
33	55810	Public Notices	25,000	25,000	9,996	14,732	272	40.0%
34	55820	Training	65,000	129,000	36,236	62,673	30,091	28.1%
35	55830	Conference/workshops	25,850	17,713	5,119		12,594	28.9%
36	55920	Other Mtg Exp	1,200	2,700	1,899	480	321	70.3%
37	55930	Miscellaneous - other	13,500	10,704	889	9,274	541	8.3%
38	55950	Temp Help	23,500	10,500	2,730	7,770	0	26.0%
39	56100	Printing	7,500	9,500	2,319	7,181	0	24.4%
40	58100	Travel - Outside	91,850	91,650	5,325		86,325	5.8%
41	58101	Travel - Local	9,950	10,750	3,042		7,708	28.3%
42	58110	Mileage - Local	40,375	42,575	12,942		29,633	30.4%
43	58150	Staff lodging Expense	3,000	2,400	-		2,400	0.0%
44	58200	Travel - Reg Fees		566	541		25	95.6%
45	58450	Fleet Vehicle	6,500	6,500	415	6,084	0	6.4%
46	Total Indirect Cost		10,894,331	10,894,331	6,441,453	1,983,650	2,469,228	59.1%

* Negative budget reflects the refund that SCAG earned from CalJPIA. The refund itself was booked in FY13 in the Accounting records

SCAG Contracts (Year to Date)



Summary

The chart shows that the Contract Division is managing 69 active consultant contracts. Twenty-one of these are Cost Plus Fixed Fee contracts, 13 are fixed price contracts, and the remaining 35 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 90 contracts during FY 2013-14. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.



Office of the CFO
Staffing Report as of March 1, 2014

GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	5	4	1
Legal	2	2	0
Strategy, Policy & Public Affairs	20	19	1
Administration	42	36	6
Planning & Programs	65	62	3
Total	134	123	11

OTHER POSITIONS

GROUPS	Limited Term Positions	Temp Positions	Agency Temps
Executive	0	0	0
Legal	0	0	0
Strategy, Policy & Public Affairs	0	3	0
Administration	0	4	0
Planning & Programs	0	16	0
Total	0	23	0